



## Staff Report

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**Report To:** Rebekah Msuya-Collison, Chief Administrative Officer/Deputy Clerk

**From:** **Don Giberson, General Manager of Infrastructure & Development**

**Date:** September 16 2024

**Report:** ESD23-2024

**Subject:** Housing Enabling Water System Fund grant funding program – Intake II

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### Recommendations:

**That South Huron Council receive the report from Don Giberson, General Manager of Infrastructure and Development re: Housing Enabling Water System Fund grant funding program – Intake II; and**

**That South Huron Council confirms that the London Road South Trunk Sanitary Sewer from Mary and Waterloo Street to the Snider Crescent Sewage Pumping Station, is the top priority growth related project for the Housing Enabling Water System Fund grant funding program – Intake II; and**

**That South Huron Council confirms that if the grant application is successful, the municipal portion of the project will be funded through external borrowing.**

### Purpose:

The purpose of this report is to obtain Council endorsement of the top priority growth related project for the second intake of the Housing Enabling Water System Fund (HEWSF) grant funding program and confirm the funding for the municipal portion of the project if the grant application is successful.

## **Background and Analysis:**

On April 19, 2024 the Municipality submitted an application to the *Housing-Enabling Water Systems Fund* (HEWSF) for completion of the London Road South Trunk Sanitary Sewer. On August 7, 2024 correspondence was received from the Ministry of Infrastructure that our project was not approved, but indicated that a second intake would be announced soon.

On August 14, 2024 the Province announced the second intake of *The Housing-Enabling Water Systems Fund* (HEWSF) to assist Municipalities to fund water, wastewater, and stormwater projects to promote growth and enable housing.

Similar to the first intake, the second intake of the *Housing-Enabling Water Systems Fund* (HEWSF) is an application-based program. Projects funded through the program are intended to protect communities by investing in the repair, rehabilitation and expansion of growth-related drinking water, wastewater, and stormwater infrastructure. This new funding will support the province's rapidly growing population, unlock more housing opportunities and spur economic growth.

This grant funding program is a competitive process. Each application will undergo a comprehensive evaluation. Applications will be initially evaluated on application completeness, eligibility, water project readiness and meeting program outcomes (housing enabling). Applications that pass Stage 1 Mandatory Requirements will move onto Stage 2 where applications will be evaluated against technical merit, financial capacity and need, housing development readiness, critical health and safety and joint applications.

The Province will fund a maximum of 73% (up to \$35 million) with the Municipality required to fund the remaining eligible project costs (27%). Agreements will only be entered into with primary applicants whose projects are approved by the Provincial Government.

Eligible projects must include a capital component and enable housing development. A project can be rehabilitation, repair, reconstruction, or expansion of drinking water, wastewater, and stormwater infrastructure. Projects must have a clear start and end point, can be stand-alone, or a component of a larger project. Projects must be in the process of design and planning phase. Projects must meet all relevant provincial regulatory requirements.

Other requirements include Financial Sustainability, Duty-to-Consult, Environmental Assessment, and Asset Management Plans. Projects should have a financial plan in place to operate the assets. Projects cannot start construction or site preparation until the provincial government has

confirmed in writing that all Duty-to-Consult (DTC) and Environmental Assessment (EA) requirements have been met. Projects should be informed by an applicant's asset management plan (AMP).

Projects must start no later than **September 30, 2025**, and must be completed no later than **March 31, 2028**. The project start could include pre-construction soft costs (i.e., design, planning, engineering, project management, etc.) or construction (i.e., shovels in the ground). Project soft costs can be retroactive to April 1, 2023. However, construction must not start prior to project approval by the province and the successful applicant has received confirmation in writing from the province that Duty to Consult requirements have been met.

The deadline for applications is **4:59PM on Friday, November 1, 2024**; and applications must be submitted through the Provincial "Transfer Payment Ontario" (TPON) portal.

Senior Staff evaluated several growth-related projects in the Municipality, including projects considered for the Intake One application, and determined that completion of the London Road South Trunk Sanitary Sewer from Mary Street to the Snider Crescent Sewage Pumping Station is still our top priority growth related project. Completion of this project will open up a large area at the south end of Exeter for housing (ie. potentially 2,100 homes). This area is already designated in the Official Plan for residential development but unable to fully develop due to a downstream restriction in the sanitary sewer system. There is an uncompleted section of trunk sewer from Mary and Waterloo Street to the Snider Crescent Sewage Pumping Station. However, the balance of the upstream trunk sewer from Mary Street to London Road South was completed in 2004; and that section of the trunk sewer can support the full development of this area of Exeter.

Staff recommend that an application be submitted to the Housing-Enabling Water Systems Fund (HEWSF) for the completion of the London Road South Trunk Sanitary Sewer from Mary and Waterloo Street to the Snider Crescent Sewage Pumping Station.

### **Operational Considerations:**

Several growth-related projects were previously considered; however, completion of the London Road South Trunk Sanitary Sewer was deemed to still be our top priority growth-related project.

**Financial Impact:**

The estimated cost of the London Road South Trunk Sanitary Sewer from Mary and Waterloo Street to the Snider Crescent Sewage Pumping Station, with a reduced scope, is approximately \$8,087,500. Staff are recommending an application for the full eligibility amount of 73% of the total estimated cost (ie. \$5,903,875) and that the balance (ie. \$2,183,625) be funded from external borrowing (ie. long term debenture from Infrastructure Ontario).

The municipal portion of the costs could be recovered through Development Charges or a Municipal Act Capital Cost Recovery By-law, at the discretion of Council.

**Legal Impact:**

There are no legal implications for the Corporation resulting from the proposed recommendation.

**Staffing Impact:**

There are no staffing implications for the Corporation resulting from the proposed recommendation.

**Communication Actions:**

Public will be notified through the publication of the Council Agenda and Minutes.

**Policies/Legislation:**

1. South Huron Official Plan
2. Exeter Comprehensive Growth Review (2008)
3. South Huron Water & Wastewater Master Plan (2019)
4. South Huron Asset Management Plan

**Consultation:**

Rebekah Msuya-Collison, Acting Chief Administrative Officer/Clerk  
Mike Rolph, Director of Building and Planning/Chief Building Official  
Erin Moore, Acting Director of Financial Services/Treasurer

**Related Documents:**

[Staff Report ESD09-2024](#)

[Correspondence from Ministry of Infrastructure dated August 7, 2024](#)

Respectfully submitted,

**Don Giberson, General Manager of Infrastructure & Development**

**Report Approval Details**

Document Title:	ESD23-2024 - Housing Enabling Water System Fund Grant Program - Intake II.docx
Attachments:	
Final Approval Date:	Sep 6, 2024

This report and all of its attachments were approved and signed as outlined below:

**Alex Wolfe - Aug 30, 2024 - 11:05 AM**

**Erin Moore - Sep 5, 2024 - 2:46 PM**

**Rebekah Msuya-Collison - Sep 6, 2024 - 3:58 PM**



# Staff Report to Council

**Report From:** Stacey Jeffery, Community Relations Manager

**Meeting Date:** September 16 2024

**Report:** CR- 06-2024  
Revised Council Report Template

## Recommendation

**That** South Huron Council receives Staff Report CR-06-2024 Revised Council Report Template, for information.

## Report Overview

<b>Purpose of Report</b>	For Information
<b>Council Priority Alignment</b>	Not Applicable
<b>Consultations</b>	Rebekah Msuya-Collison, CAO/Deputy Clerk Alex Wolfe, Clerk Senior Municipal Staff
<b>Attachment(s) to Report</b>	No attachments

## Report Highlights

- Staff are presenting a revised Council Report based on the Council Priority setting process.
- The recommended revisions to the Council Report template enhance communication to support Council priorities.
- The revised Council Report template will be utilized by Staff for all future Council and Committee meetings moving forward, once received by Council.

## **Context and Background**

In the spring of 2023, South Huron Council embarked on a process to assess ongoing commitments, identify new projects and determine priorities that would best support the achievement of Council goals. This process identified Communication as an enabler within the Council Priority Setting, focusing on utilizing “multiple tactics to enhance communication across our community to enhance awareness and the accessibility of information across our municipality”.

Through senior staff discussions of the priority setting process, it was identified that Staff Reports provided an opportunity to enhance communication and support Council’s priority setting process. It has been several years since any modernization has been applied to staff reports.

## **Discussion and Staff Recommendation(s)**

Several considerations were included within the revised Council Report to ensure enhanced communications, such as the following notable items:

- Directly linking Council priorities within staff reports as they relate to the report topic; and
- Standardizing the intent of report sections and drop-down selections for increased transparency, consistency in reporting and record keeping; and
- Summary page, including a report highlight section for ease of understanding the intent of the report; and
- Templated accessibility features to ensure appropriate alternative text, contrast, font style and size, and spacing are achieved within staff reports through the templated settings.

Therefore, Staff are presenting the revised Council Report template, as presented.

## **Impact Analysis**

Once the revised Council Report template is received by Council, staff will utilize the revised format for Council and Committee meetings moving forward. In preparations for this, a staff guide has been prepared to assist in this transition to the revised report. No significant impacts are anticipated during the transition period.

The revised report also provides a positive impact to Council and the overall community through enhanced and standardized communications.

There are no financial, legal or staffing impacts as a result of this report.

## Linkages

- [Council Priorities \(2022-2026\)](#)

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**Respectfully submitted,**

**Stacey Jeffery, Community Relations Manager**

**Report Approval Details**

Document Title:	CR06-2024 - Revised Council Report Template.docx
Attachments:	
Final Approval Date:	Sep 10, 2024

This report and all of its attachments were approved and signed as outlined below:

**Alex Wolfe - Sep 9, 2024 - 10:04 AM**

**Erin Moore - Sep 10, 2024 - 9:58 AM**

**Rebekah Msuya-Collison - Sep 10, 2024 - 3:35 PM**