

Township of Admaston/Bromley
First Monthly Meeting
Thursday, August 4, 2022 @ 7:30 p.m.

AGENDA

1. Call Meeting to Order
2. Moment of Silence
3. Approval of Agenda
4. Disclosure of Pecuniary Interest
5. Minutes
- 5a** Resolution to adopt Minutes of Special Council meeting held [July 5, 2022](#) and Regular Council Meeting [July 21, 2022](#).
6. Delegations and Guests
- 6a** Sgt. Lisa Rotar, Municipal Policing Specialist – [Review OPP Contract Extension](#)
6b [Dillon Consulting – Asset Management Plan Presentation](#)
7. **Planning and Economic Development Committee** – Chair Bob Hall, Committee Member Kevin LeGris
- 7a** [B180/21 Consent Application](#)
 - i) [Application](#)
 - ii) [Planner's Report](#)
 - iii) [CBO & PW Comments](#)
 - iv) [ZB & OP Hazards](#)
- 7b** [B181/21 Consent Application](#)
 - i) [Application](#)
 - ii) [Planner's Report](#)
 - iii) [CBO & PW Comments](#)
 - iv) [ZB & OP Hazards](#)
- 7c** [B204/21 Lot Addition Application](#)
 - i) [Application](#)
 - ii) [Planner's Report](#)
 - iii) [CBO & PW Comments](#)
 - iv) [ZB & OP Hazards](#)
- 7d** [B205/21 Lot Addition Application](#)
 - i) [Application](#)
 - ii) [Planner's Report](#)

- iii) [CBO & PW Comments](#)
- iv) [ZB & OP Hazards](#)

8. **Community Service Committee** – Chair Kevin LeGris, Committee Member Bob Hall

8a

9. **Operations Committee** Chair Robert Dick, All of Council

9a [Tender PW2022-05 Report](#)

10. **Waste Management Committee** – Chair Michael Donohue, All of Council

10a [Hauling of Waste from Transfer Sites](#)

11. **Finance and Administration Committee** - Chair Michael Donohue, All of Council

11a

12. **Protective Services Committee** – Chair Mike Quilty, Committee Member Robert Dick

12a

13. **County of Renfrew** – Mayor Michael Donohue

13a

14. **Closed Session**

14a As per Section 239 2 (b) personal matters about an identifiable individual, including municipal or local board employees.

More specifically as it relates to the Organizational Review Recommendations and a planning update.

14b As per Section 239 2 (c) a proposed or pending acquisition or disposition of land by the municipality or local board.

More specifically as it relates to a parcel of property requested to be taken over by the municipality.

15. **By-Laws**

- 15a** [2022-51](#) – OPP Contract Extension
- [2022-53](#) – Amend Employment By-Law
- [2022-54](#) – Appoint Treasurer/Deputy Clerk
- [2022-55](#) – Appoint Fire Chief

16. Old Business

16a [Action Tracking List](#)

17. New Business

18. Confirmatory By-Law

18a [2022-56](#) being a by-law to confirm proceedings of Council Meeting

19. Question Period

20. Adjournment

PLEASE NOTE "Submissions received by the public, either orally or in writing may become part of the public record/package".

Council Information

Township of Admaston/Bromley
Special Meeting

Council met for their special meeting on Tuesday July 5th, 2022. Present were, Mayor Michael Donohue, Deputy Mayor Mike Quilty and Councilors Robert Dick, Bob Hall.

Kevin Legris attended virtually.

Staff Members present were CAO/Clerk Jennifer Charkavi and Acting Treasurer/Deputy Clerk Mitchell Ferguson.

Municipal Government Wayfinders representative present was Michael Wildman
Municipal Government Wayfinders representative David Reid attended virtually.
Cornerstone Management Solutions representative Joanne Glaser attended virtually.

Agenda Items 1 and 2 – Call Meeting to Order and Moment Silence

Mayor Donohue called the Meeting to Order at 1:00 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 01/07/22

Moved by Robert Dick, seconded by Mike Quilty.

BE IT RESOLVED that Council approve the agenda of July 5th, 2022, Special Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

None.

Agenda Item 6 – Delegations and Guests

6a Municipal Government Wayfinders in person and via zoom.
Cornerstone Management Solutions Ltd. via zoom.

Agenda Item 7 – Planning and Economic Development Committee Chair Bob Hall, Committee Member Kevin LeGris

None.

Agenda Item 8 – Community Services Committee – Chair Kevin Legris, Committee Member Bob Hall

None.

Agenda Item 9 – Operations Committee – Chair Robert Dick, all of Council

None.

Agenda Item 10 – Waste Management Committee – Chair Michael Donohue, all of Council.

None.

Agenda Item 11 – Finance and Administration Committee – Chair Michael Donohue, all of Council.

None.

Agenda Item 12 – Protective Services Committee Chair Mike Quilty, Committee Member Robert Dick

None.

Agenda Item 13 – County of Renfrew Mayor Michael Donohue

None.

Agenda Item 14 – By-Laws

None.

Agenda Item 15 – Old Business

None.

Agenda Item 16 – New Business

None.

Agenda Item 17 – Closed Session

17a Final Report – Organizational Review – July 2022

As per section 239 2(b) personal matters about an identifiable individual, including municipal or local board employees.

More specifically as it relates to the Organizational Review.

Resolution No, 02/07/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED THAT Council move into a closed session at 1:04p.m. as per section 239 2(b) of the Municipal Act– *personal matters about an identifiable individual, including municipal or local board employees.*

More specifically as it relates to the Final Report - Organizational Review.

Carried

Agenda Item 18 – Confirmatory By-Law

18a By-law 2022-44 being a by-law to confirm proceedings of Council Meeting

Resolution No. 03/07/22

Moved by Robert Dick, seconded by Mike Quilty

BE IT RESOLVED that By-Law 2022-44, being a By-law to confirm the Proceedings of the Special Council of the Township of Admaston/Bromley at the meeting held July 7, 2022, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 04/07/22

Moved by Mike Quilty, seconded by Robert Dick

BE IT RESOLVED that the Tuesday, July 5th, 2022, Township of Admaston/Bromley Special Council meeting be adjourned at 3:07 p.m.

Carried

Mayor

CAO/Clerk

Township of Admaston/Bromley
Second Monthly Meeting

Council met for their second monthly meeting on Thursday July 21st, 2022. Present were, Mayor Michael Donohue and Councilors Robert Dick, and Kevin Legris.

Staff Members present were CAO/Clerk Jennifer Charkavi, Acting Treasurer/Deputy Clerk Mitchell Ferguson, Acting Public Works Superintendent Steve Visinski, Contract Public Works Superintendent Jamie Doering and Administrative Assistant Meagan Jessup.

Agenda Items 1 and 2 – Call Meeting to Order and Moment Silence

Mayor Donohue called the Meeting to Order at 7:30 pm. A moment of silence followed.

Agenda Item 3 – Approval of Agenda

Resolution No. 20/07/22

Moved by Robert Dick, seconded by Kevin Legris

BE IT RESOLVED that Council approve the agenda of July 21, 2022, Council Meeting.

Carried

Agenda Item 4 – Disclosure of Pecuniary Interest

None.

Agenda Item 5 – Minutes

Council reviewed the minutes provided in the agenda package.

Resolution No. 21/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED that Council adopt the following meeting Minutes:

- July 7th, 2022, Regular Council Meeting

Carried

Agenda Item 6 – Delegations and Guests

Vincent Rea attended the meeting.

Agenda Item 7 – Planning and Economic Development Committee Chair Bob Hall, Committee Member Kevin LeGris

7a Bill 109 Site Plan Delegation Report

Councillor Legris presented the report to Council, and the following resolution was passed:

Resolution No. 22/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED THAT Council approve By-Law 2022-49, being a by-law to delegate site plan control approval to the Manager of Planning Services, County of Renfrew, in the Township of Admaston/Bromley.

Carried

Agenda Item 8 – Community Services Committee – Chair Kevin Legris, Committee Member Bob Hall

None.

Agenda Item 9 – Operations Committee – Chair Robert Dick, all of Council

9a Update from Contract Public Works Superintendent – Verbal Report

Jamie Doering provided an update on policies, procedures and by-laws that staff are working on updating for the department.

9b June Public Works Report

Resolution No. 23/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the June Public Works Report as information.

Carried

9c Job Cost Expenditure Report to June 30th, 2022

Resolution No. 24/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the Job Cost Expenditure Report, June 30, 2022, as information.

Carried

9d Tender PW2022-03 Paving Works

Resolution No. 25/07/22

Moved by Kevin LeGris, seconded by Robert Dick

WHEREAS Staff have reviewed all tender submissions received for PW 2022-03;

AND WHEREAS pricing came in higher than budgeted.

NOW THEREFORE BE IT RESOLVED THAT Council of the Corporation of the Township of Admaston/Bromley reject all tenders for Tender PW 2022-03;

AND BE IT FURTHER RESOLVED THAT Council direct staff to change the scope of the work that was issued for Tender PW 2022-03 to find cost savings;

AND BE IT FURTHER RESOLVED THAT Council direct staff to re-tender for paving for South McNaughton Road for 2022, with the adjusted scope change.

AND BE IT FURTHER RESOLVED THAT Council direct staff to forego notice requirements set out in By-Law 2020-54 and provide the contractors on the list of Tender Requests from PW 2022-03 with the new Tender Document, as well as post on Social Media and the Township Website.

Carried

9e Tender PW2022-04 Surface Treatment

Resolution No. 26/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED that the Council of the Corporation of the Township of Admaston/Bromley award PW 2022-04 to Greenwood Paving;

AND BE IT FURTHER RESOLVED THAT Council direct staff to direct Greenwood Paving to complete only McPeak Line at a cost of \$85,995.26, all taxes included.

Carried

9f Entrance Permit By-Law Report

Resolution No. 27/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED THAT Council of the Township of Admaston/Bromley receive Draft By-Law 2022-xx, to regulate Entrances onto Township roads, which will be named and numbered at a future Council meeting.

Carried

9g Municipal Right of Ways By-Law Report

Resolution No. 28/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED THAT Council of the Township of Admaston/Bromley receive Draft By-Law 2022-xx, to regulate Activity on Municipal Rights of Ways and Public Lands, which will be named and numbered at a future Council meeting.

Carried

9h Golf Course Road Rehabilitation Agreement

Resolution No. 29/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED THAT the Council adopt By-Law 2022-52, being a by-law to enter into a road rehabilitation agreement for Golf Course road with the Township of Horton and Thomas Cavanaugh Construction Limited.

Carried

Agenda Item 10 – Waste Management Committee – Chair Michael Donohue, all of Council.

10a Stone Road Transfer Station

Resolution No. 30/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the report concerning the Stone Road Transfer Station as information.

Carried

Agenda Item 11 – Finance and Administration Committee – Chair Michael Donohue, all of Council.

11a Bonnechere Valley Recreation Agreement Report

Council discussed the recreation agreement with Bonnechere Valley as well as the Town of Renfrew and directed staff to bring back statistics on users of the Renfrew recreation facilities.

Resolution No. 31/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED THAT defer the Bonnechere Valley Recreation Agreement to the August 4, 2022, Council Meeting.

Carried

11b Payment Voucher up to July 13th, 2022

Resolution No. 32/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED THAT Council approve the payment voucher listing to July 15th, 2022 in the amount of \$329,494.61.

Carried

11c Budgetary Control Report – June 30th, 2022

Resolution No. 33/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED THAT Council accepts the Budgetary Control Report to June 30th, 2022, as information.

Carried

11d Golf Day Resolution

Resolution No. 34/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED THAT Council approve a golf afternoon with staff and Council in attendance for the 2022 year, more specifically in August or September, as discussed at the Finance & Administration Committee meeting on July 21, 2022.

Carried

Agenda Item 12 – Protective Services Committee Chair Mike Quilty, Committee Member Robert Dick

12a Police Service Board Minutes – May 10, 2022

Resolution No. 35/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED THAT Council accept the Police Services Board Minutes – May 10, 2022, as information.

Carried

Agenda Item 13 – County of Renfrew Mayor Michael Donohue

13a County Summary – June 29, 2022

Resolution No. 36/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the County Council Summary, dated June 29, 2022, as information.

Carried

Agenda Item 14 – By-Laws

Resolution No. 37/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED that Council adopt the following by-laws:

- Site Plan Control Designation – 2022-49
- Golf Course Road Rehabilitation Agreement – 2022-52

Carried

Agenda Item 15 – Old Business

15a Action Tracking List

Resolution No. 38/07/22

Moved by Robert Dick, seconded by Kevin LeGris

BE IT RESOLVED THAT Council receive the Action Tracking List as information.

Carried

Agenda Item 16 – New Business

None.

Agenda Item 17 – Closed Session

None.

Agenda Item 18 – Confirmatory By-Law

18a By-law 2022-47 being a by-law to confirm proceedings of Council Meeting

Resolution No. 39/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED that By-law 2022-50, being a By-law to Confirm the Proceedings of the Council of the Township of Admaston/Bromley at the meeting held July 21, 2022, be now numbered, deemed read three times and passed.

Carried

Agenda Item 19 – Question Period

None.

Agenda Item 20 – Adjournment

Resolution No. 40/07/22

Moved by Kevin LeGris, seconded by Robert Dick

BE IT RESOLVED that the Thursday, July 21, 2022, Township of Admaston/Bromley Council meeting be adjourned at 9:20 p.m.

Carried

Mayor

CAO/Clerk

This AMENDING AGREEMENT is from the 30th day of December, 2022 to the 31st day of December, 2024

BETWEEN:

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY THE SOLICITOR GENERAL (“Ontario”)

-and-

THE CORPORATION OF THE TOWNSHIP OF ADMASTON / BROMLEY (“the Municipality”)

BACKGROUND

- A. The Parties entered into the Agreement for the provision of Police Services under Section 10 of the *Police Services Act* (the “Agreement”) which commenced on the 1st day of January 2020.
- B. The Agreement includes all the Schedules and Appendices to the Agreement.
- C. Pursuant to Section 29, the Parties may amend the Agreement by written agreement.
- D. The Parties wish to further amend the Agreement as set out in this Amending Agreement, by extending the duration of the contract to conclude on the 31st of December, 2024, as supported by:

Bylaw # XXXX, dated MMMM DDth, 20YY of the Council of the Corporation of the Township of Admaston/Bromley (attached as Schedule “A”).

NOW THEREFORE, the Parties agree as follows:

- 1. Section 26 of the Agreement shall be replaced with the following:
 - 26. Notwithstanding the date upon which this Agreement is signed, the term of this Agreement shall commence on the 1st day of January 2020, and shall conclude on the earlier of (i) the 31st day of December, 2024 or (ii) the date that the Community Safety and Policing Act, 2019 comes into force.

Relevant terms and conditions of the Agreement, that are not specifically amended but that relate to the amendments set out in this Amending Agreement shall be deemed to be amended so as to give effect to the changes herein.

Except for the amendments set out herein, the terms and conditions of the Agreement remain in full force and effect and time shall remain of the essence.

Notwithstanding the date upon which this Amending Agreement is signed,
this Amending Agreement is effective as of the 30th day of December, 2022.

FOR ONTARIO

Deputy Solicitor General, Community Safety

FOR THE Corporation of
the Township of
Admaston/Bromley

Mayor

Chief Administrative Officer/Clerk

Date signed by Municipality: _____

DRAFT

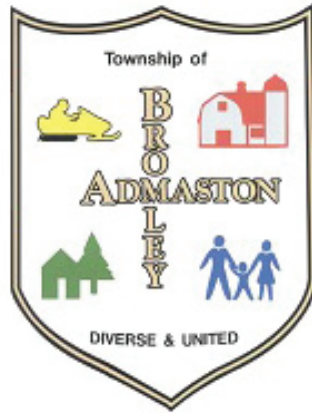
Schedule "A"

**BY-LAW OF THE MUNICIPAL COUNCIL
THE TOWNSHIP OF ADMASTON / BROMLEY**

DRAFT

DRAFT

PLACEHOLDER FOR BY-LAW



ASSET MANAGEMENT PLAN 2022



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Executive Summary

The Township of Admaston/Bromley (Township) is updating its 2018 Asset Management Plan (AMP) in alignment with the Asset Management Strategic Policy for the Township of Admaston/Bromley (By-Law No. 2019-24) and **O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure**.

Overview of the AMP

The Introduction (Chapter 1) presents an overview of key concepts of asset management such as the State of Local Infrastructure, Levels of Service, Risk Assessment and Lifecycle Activities, concluding with a section on Growth.

Chapters 2 through 5 each present one of the asset categories as shown in the table below.

Core Assets	Non-Core Assets
Roads (Chapter 2)	Facilities and Buildings (Chapter 4)
Stormwater (Chapter 3)	Fleet (Chapter 5)

Policy Alignment

The Asset Management Vision is to maintain a safe community with sustainable growth.

Strategic Alignment: Asset management planning will not occur in isolation from other Township's goals, plans and policies.

An integrated approach will be followed to successfully develop practical asset management plans that align with the overarching accountabilities and aspirations of our community.

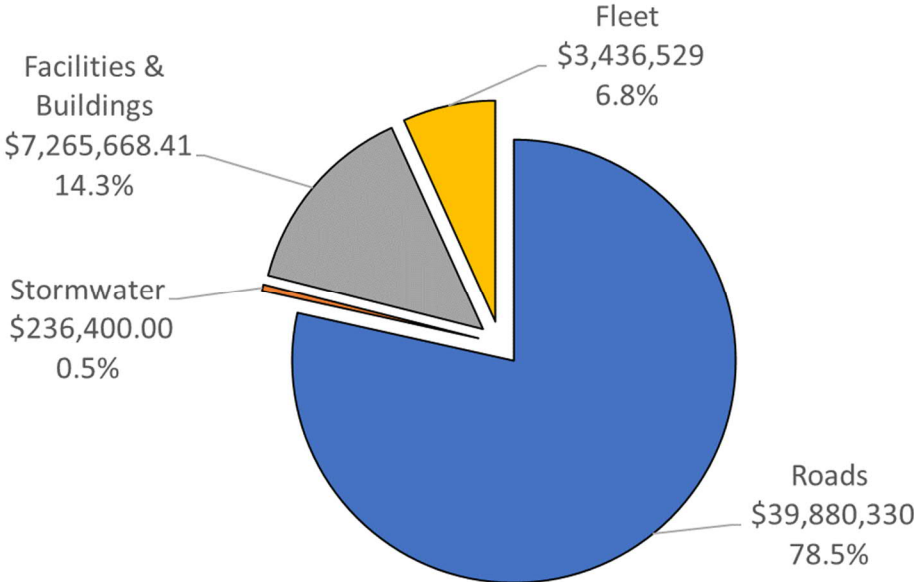
Regulatory Alignment

The 2022 AMP update is aligned with the requirements of **O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure** and as amended by O. Reg. 193/21 which requires all core assets to be covered in the asset management plan with current Level of Service (LOS). Core assets include stormwater, and roads. This update also includes non-core assets: buildings, and fleet, as well, lifecycle management for 20-year period.

Current Replacement Value

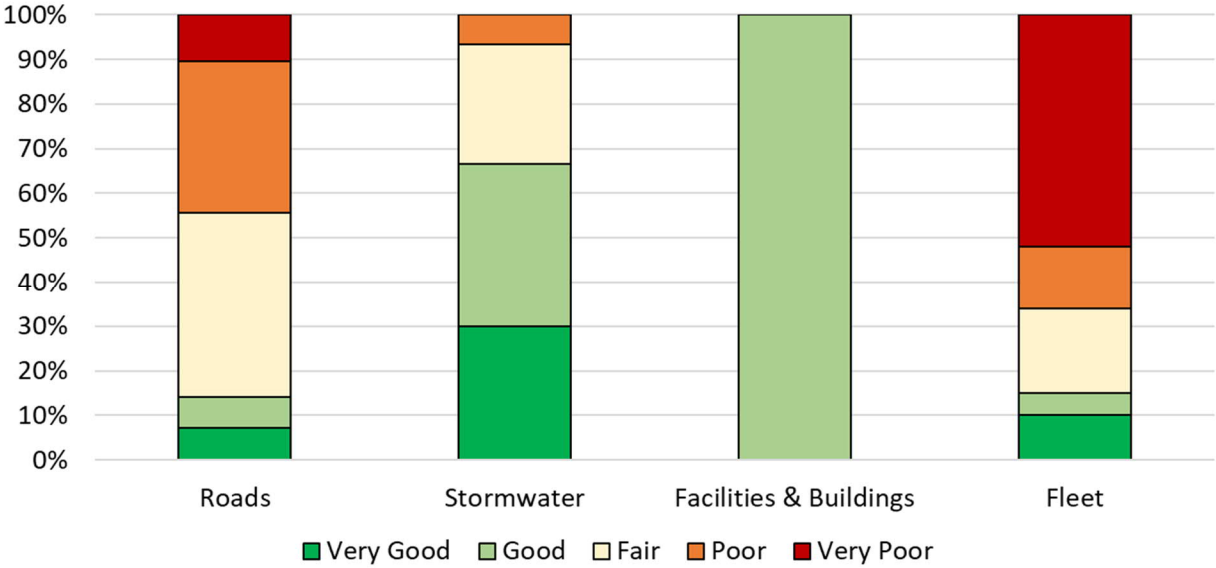
The total replacement cost for all infrastructure assets owned by the Township of Admaston/Bromley is \$50.8 million (in 2022 dollars). The distribution of this replacement cost is shown in the figure below.

Current Replacement Cost Summary (2022 dollars)



The current condition of each of the asset categories is presented in the figure below. On average, 12% of the Township’s infrastructure assets have a condition rating of Very Good, 37% have a condition rating of Good, 22% have a condition rating of Fair, 14% have a condition rating of Poor, and 16% have a condition rating of Very Poor.

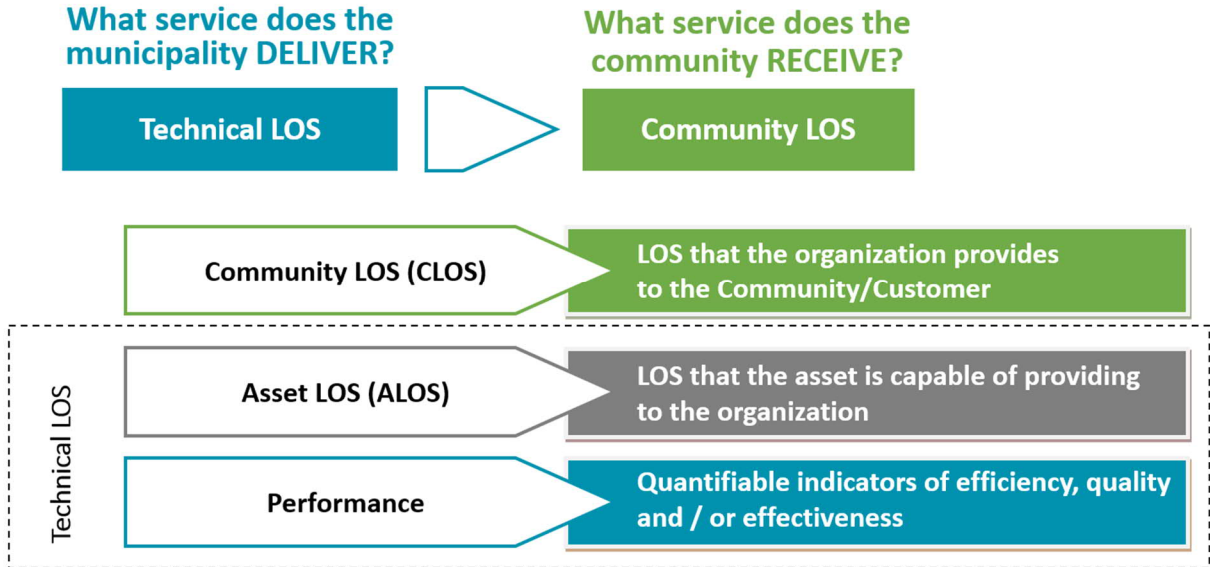
Condition Summary of Each Asset Category



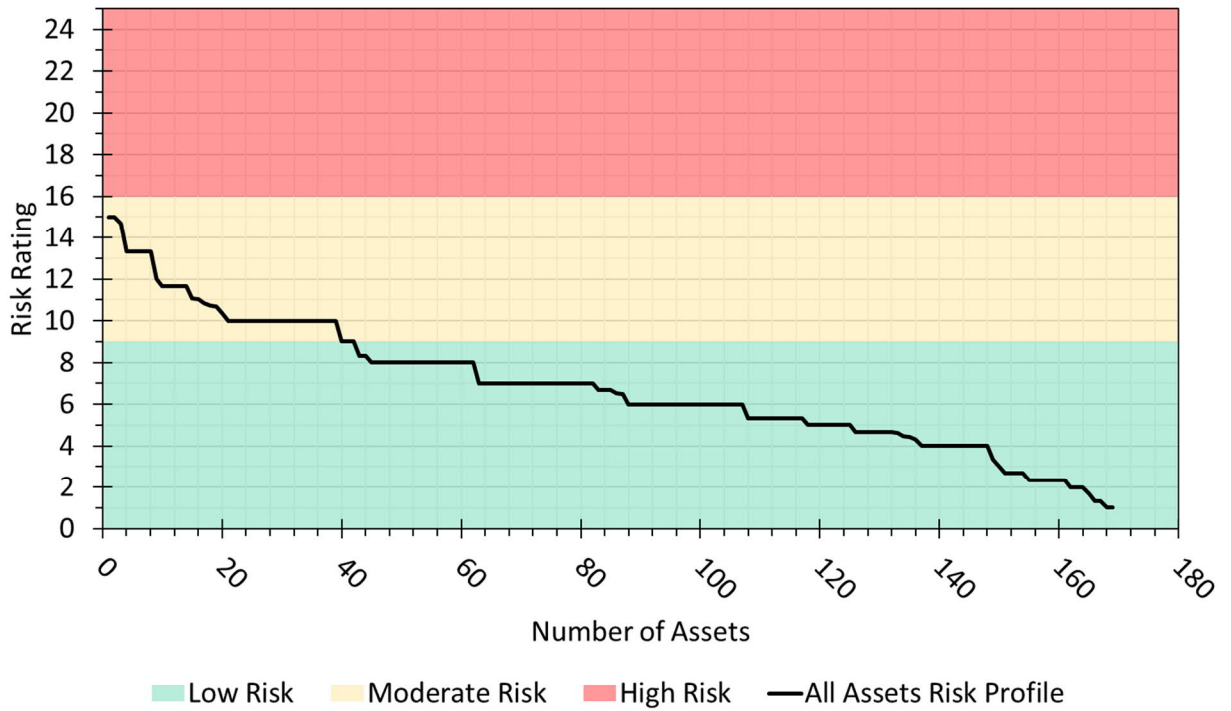
Levels of Service (LOS)

Levels of Service (LOS) are presented in the figure below and defined as follows:

- **Community LOS:** LOS that the organization provides to the community, intended to be customer-focused, providing a qualitative description of scope and quality; and
- **Technical LOS:** LOS that the asset is capable of providing to the Township which is further measured by the performance of the asset, providing technical metrics that support the delivery of LOS.



Risk Profile



Of the nearly 170 assets within the Township’s asset management data, 42 are within the Moderate risk zone, with the remainder in the Low risk zone. There are no assets that are presently considered High risk rating.

Acknowledgements

The consulting team would like to express our appreciation to the staff and Council for their cooperation and input to this update. We acknowledge their commitment and flexibility to contribute to this project despite the challenges brought into daily operations as a result of the global pandemic.

Project Team

- Jennifer Charkavi, CAO / Clerk
- Mitchell Ferguson, Deputy Clerk-Treasurer
- Public Works

About this Report

Dillon Consulting Limited was retained by the Township of Admaston/Bromley to conduct an update to their Asset Management Plan to meet the requirements of **O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure** and as amended by **O. Reg. 193/21**.

Consulting Team

- Darla Campbell, Project Manager, Dillon Consulting Limited
- Kaelee Oxford, Technical Lead, Dillon Consulting Limited

1.0 Introduction

The Township of Admaston/Bromley (Township) is updating its 2018 Asset Management Plan (AMP) in alignment with the Asset Management Strategic Policy for the Township of Admaston/Bromley (By-Law No. 2019-24) and **O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure**.

The AMP documents the Township's assets and strategies based on known information at the time of writing the report. It is a snapshot of a period in time, in this case, in 2022. Assets will continue to deteriorate and investments will be required to improve the condition and extend the useful life of the infrastructure, to meet the "fit for purpose" measure of the assets in delivery of the services and meeting (or moving towards) the proposed levels of service established for the Township.

Township of Admaston Bromley

The Township is a lower-tier municipality within the County of Renfrew. It is situated centrally within the County, with the Township of Whitewater Region and Horton Township to the east, the Township of Laurentian Valley to the north, the Townships of North Algona Wilberforce and Bonnechere Valley to the west, and the Township of Greater Madawaska to the south. The Bonnechere River roughly bisects the Township, and the Town of Renfrew is located immediately adjacent, to the south-west. Although considered a rural municipality, it has small areas of semi-urban population within the villages of Osceola and Douglas. According to the most current census information, it is home to approximately 2,844 residents, living in approximately 1,208 privately owned dwellings.

The Township recognizes that investment in infrastructure is vital, not only for economic growth, but also for maintaining both quality of life and safety for its residents.

Purpose of the Asset Management Plan

The Township's Asset Management Plan (the "Plan") will provide asset management information to guide decision making at the Township. The Plan is a summary document that provides a comprehensive reference for council, managers and staff. The Plan delivers a planned approach to the long-term management of assets, by providing strategies for optimizing future expenditures to achieve the community's proposed levels of service.

The Plan will be reviewed regularly to provide assurance to council, staff, customers and other stakeholders that the roads the Township is responsible for are being managed efficiently and sustainably.

The purpose of the Plan is to strategize how the Township can best manage their service delivery and infrastructure to meet their stated goals in a cost effective manner.

This Plan is intended to complement the goals stated in other documents, including the Official Plan of the County of Renfrew. This would include:

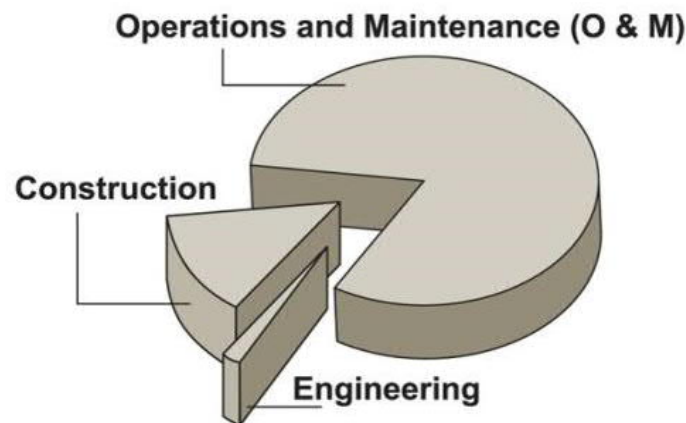
- To maintain and enhance the quality of the natural, built and human environments
- To strengthen and diversify the economic base, within municipal servicing limitations.

1.1 Asset Management Overview

Asset management is a process of making the best possible decisions regarding the creation, maintenance, renewal, rehabilitation, disposal, expansion and procurement of infrastructure assets. The objective of asset management is to maximize the benefits of the assets, minimize risk and provide satisfactory levels of service to the public in a sustainable manner. It considers risks related to the lifecycle of the assets and requires a multi-disciplinary team of planning, finance, engineering, technology, maintenance and operations.

Asset management considers the full lifecycle of the infrastructure, not just the initial cost for designing and constructing the asset (20%), but the operations and maintenance each and every year (80%). See **Figure 1-1**.

Figure 1-1: Lifecycle Approach (Infraguide 2005)

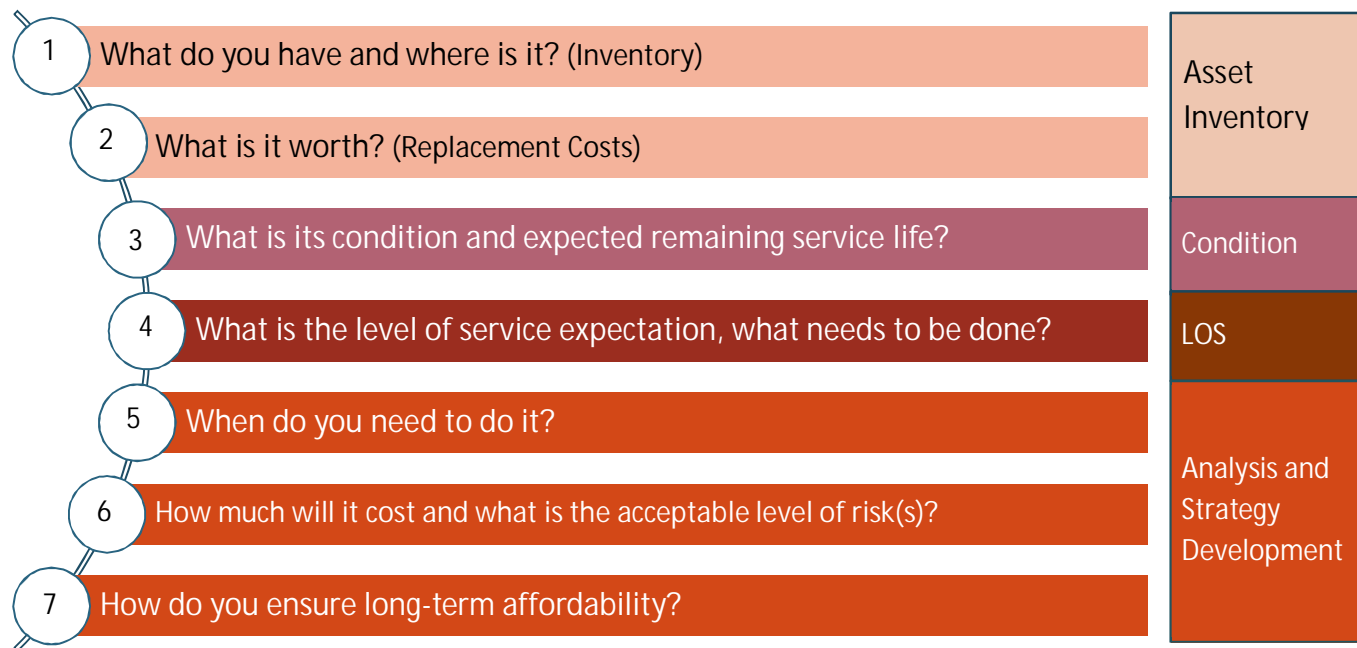


The essential questions for asset management, as described in the *InfraGuide: Managing Infrastructure Assets (Oct 2005)*, are:

1. What do you have and where is it?
2. What is it worth?
3. What is its condition and expected remaining service life?
4. What is the level of service expectation, and what needs to be done?
5. When do you need to do it?
6. How much will it cost and what is the acceptable level of risk(s)?
7. How do you ensure long-term affordability?

These seven essential questions align to four phases of asset management: asset inventory, condition, levels of service (LOS) and analysis and strategy development. See **Figure 1-2**.

Figure 1-2: Essential Questions of Asset Management



Overview of the AMP

This introduction includes an overview of key asset management principles: State of Local Infrastructure, Levels of Service, Risk Assessment and Lifecycle Activities. The introduction concludes with a section on Growth and a Roadmap with Next Steps.

This AMP includes the core assets and non-core assets owned by the Township, as presented in **Table 1-1**.

Table 1-1: Asset Categories Included in the Plan

Core Assets	Non-Core Assets
Roads (Chapter 2) Stormwater (Chapter 3)	Facilities and Buildings (Chapter 4) Fleet (Chapter 5)

Each asset category presents the following topics:

1. State of Local Infrastructure;
2. Condition;
3. Current Levels of Service;
4. Current Performance;
5. Risk Assessment;
6. Lifecycle Activities; and
7. Asset Management Strategy.

Policy Alignment

The Township established its vision, guiding principles and approach to asset management in its Strategic Asset Management Policy (By-Law No. 2019-24). The Plan has been updated to be in alignment with the policy. Highlights from the policy are presented below.

Asset Management Vision: Our vision to maintain a safe community with sustainable growth, requires alignment of the many initiatives underway in our organization at any given time in order for it to be achieved. This alignment is necessary to properly consider whether the level of service provided by our existing and planned assets is congruent and supports our vision.

Guiding Principles: The guiding principles for asset management are: forward looking, economic, innovation, budgeting & planning, transparency, integration, prioritizing, consistency, community, environmental and health & safety.

Strategic Alignment: Asset management planning will not occur in isolation from other Township's goals, plans and policies. An integrated approach will be followed to successfully develop practical asset management plans that align with the overarching accountabilities and aspirations of our community. The elements of our asset management planning approach keep us mindful of the goals described in our Strategic Plan, Official Plan, and Purchasing Policy, as they influence our Asset Management Plan and 10 year Capital Plan.

Regulatory Alignment

The Plan is an update to the 2018 AMP which requires alignment with the new regulation, **O. Reg. 588/17: Asset Management Planning for Municipal Infrastructure**. The regulation requires the following four phases of compliance:

1. By July 2019: Municipalities to have a strategic asset management policy.
2. By July 2022: All core assets to be covered in the asset management plan with current Level of Service (LOS). Core assets include water, wastewater, stormwater, roads and bridges/culverts.
3. By July 2024: All assets owned by the municipality to be covered in the Plan. Non-core assets include buildings, fleet and equipment as well as green infrastructure assets.
4. By July 2025: Municipalities will have approved proposed LOS and the lifecycle management and financial strategy for 10-year period to achieve the proposed LOS.

This Plan includes core assets with defined current Levels of Service, which meets Phase 2 compliance.

Future updates will need to include compliance with Phases 3-4, specifically the establishment of proposed LOS for all core and non-core assets owned by the Township with a financial strategy to achieve the proposed LOS. Also required will be further assessment on infrastructure vulnerability to the impacts of climate change and inclusion of natural assets.

1.2 State of Local Infrastructure

Each section on the State of Local Infrastructure sets out the following:

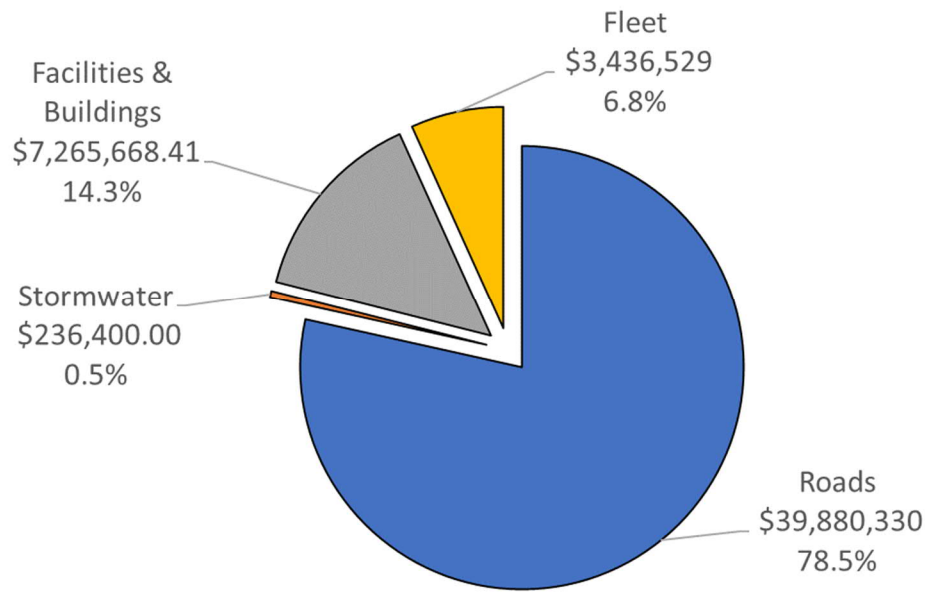
- a summary of the assets in the category;
- the replacement cost of the assets in the category;
- the average age of the assets in the category, determined by assessing the average age of the components of the assets;
- the information available on the condition of the assets in the category; and
- a description of the Township's approach to assessing the condition of the assets in the category, based on recognized and generally accepted good engineering practices where appropriate.

The Township owns infrastructure assets that provide services in the following asset categories: Roads; Stormwater; Facilities and Buildings; and Fleet.

1.2.1 Asset Replacement Costs

The total replacement cost for the Township's infrastructure includes the known roads, stormwater infrastructure, buildings and facilities, and fleet. The replacement cost total is in 2022 dollars, and is \$50.8 million. The distribution of this replacement cost is shown in **Figure 1-3**.

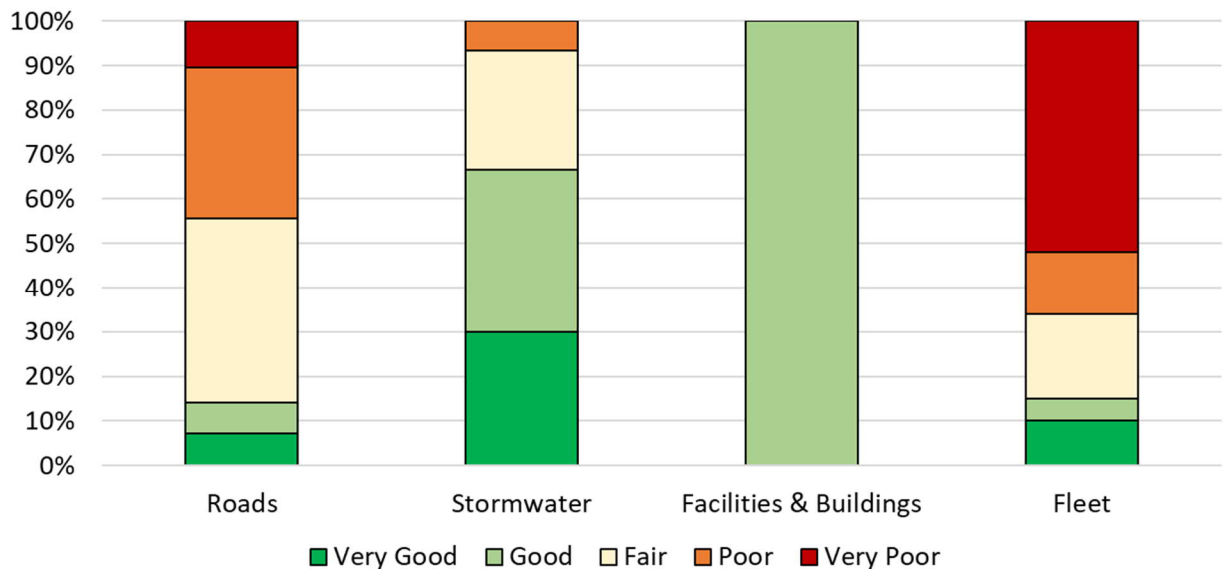
Figure 1-3: Distribution of Replacement Cost



1.2.2 Asset Condition Summary

A summary of the condition for each of the Township's infrastructure assets is shown in **Figure 1-4**. On average, 12% of the Township's infrastructure assets have a condition rating of Very Good, 37% have a condition rating of Good, 22% have a condition rating of Fair, 14% have a condition rating of Poor, and 16% have a condition rating of Very Poor.

Figure 1-4: Summary of Condition of All Infrastructure Assets



1.2.3 Asset Hierarchy

Each type of asset, both complex and linear, can have its assets defined and inventoried at a high level, or with increased component detail. The asset hierarchy defines the layers of asset componentry, and the “parent-child relationship” in the hierarchy. An example of the componentry for roads is shown in **Table 1-2**. The components of the assets have been defined with their asset category, components and subcomponents.

Table 1-2: Asset Hierarchy Example – Roads

Asset Category	Asset Component	Subcomponent
Roads	Road Base Road Surface	Shoulders Street lights

For this Plan, the analysis will focus on assets at the ‘component’ level for the linear assets, with the expectation that the condition and replacement of the components and subcomponents will be consistent with the system.

For roads, the assumption is that all subcomponents included in the system will be replaced in conjunction with the asset linear components, and are expected to have similar lifespans and conditions as the linear components.

Buildings and facilities are considered complex assets. Complex assets are classified as assets which have various systems which will be considered within the Plan. The components that will be included in the Plan are described in the buildings and facilities section of this report.

1.3 Condition Assessment Program

During development of the Plan, condition assessment was undertaken for the road and building assets. The processes and assumptions for these programs are described below. Results of the condition assessment have been incorporated into this report.

1.3.1 Road Condition

Dillon Consulting conducted a Road Needs Assessment for the Township in June of 2021. Dillon used the Total Pave app to assess both smoothness of the roads measuring IRI (paved and unpaved roads) and condition of the paved roads with a Pavement Condition Index (PCI). The app is downloaded to a smart phone to conduct the assessment. To determine the IRI, the phone is mounted securely to the vehicle and is driven down the road at a steady speed with the IRI app running. To conduct the PCI assessment, the surveyor assesses sample sections of road segments, taking into account any potholes, crack, weathering, and other deformations in the paved surface. The app then takes these samples and calculates the PCI for road segments.

1.3.2 Building Condition

Asset inventory and background data were provided by the Township at project kick-off and through a series of data transfers. Condition data was collected through visual assessments of the facilities on August 27th and 28th, 2021. The purpose of the visual inspection is to identify the current condition of the asset and estimate the remaining useful life. The on-site visual inspections further identified any immediate repairs or actions to be taken to improve the current operation of the infrastructure. Recommendations for further, more detailed inspections (including testing) were noted in the inspection and reported in a technical memo to the municipality.

The assessment of facilities was organized by discipline and facility components or systems and sub-components, presented in **Table 1-3**. UNIFORMAT II was used to classify all building components to a Level 3 or 4 classification based on the complexity of the system.

Table 1-3: Condition Assessment – Building Components and Disciplines

Discipline	Facility Components	Description of Sub-components
Architectural / Structural	Structure Building exterior Building interior	Includes roofing, foundations, stairs, finishes and accessibility
Mechanical / Electrical	Electrical systems Mechanical systems Fuel systems	Includes fire protection, HVAC, plumbing, electrical sub-panels, distribution and lighting
Site / Civil	Water and Wastewater services Stormwater Parking areas Site developments	Includes site drainage, parking areas, driveways and lighting

The condition of each building element was scored using a five-point rating scale, which is in alignment with the Canadian Infrastructure Report Card where Very Good (1), Good (2), Fair (3), Poor (4) and Very Poor (5). The condition assessment rating utilized in this report is presented in **Table 1-4** which describes the condition rating for architectural/structural, mechanical, electrical, and siteworks.

Table 1-4: Condition Rating System

Condition	Condition Score	Description of Condition
Very Good	1	Like new, physical sound
Good	2	Minor superficial deterioration
Fair	3	Showing deterioration and wear
Poor	4	Major portion of the asset is deficient
Very Poor	5	Physically unsound and unreliable

Dillon staff utilized custom digital data collection forms and Survey123 by ESRI to collect all field data. Estimated condition, remaining useful life and recommendations were developed based on industry standards and the experience of the Dillon team. Replacement and recommendation costing was developed using RSMMeans costing software for the Ottawa region, industry costing data and Dillon's experience with similar infrastructure in Ontario.

Recommendations were made where capital investment, replacement or renewal was identified for components due to deficiencies or lifecycle wear. Details as to the specific solution were not included and would be determined by the service provider (i.e.: repair foundation cracking). Timelines are provided in ranges as the exact timing of investment may vary based on variability in asset deterioration. The categories of recommendation timing are presented below and cover a 10-year time horizon:

- Immediate
- 1-2 years
- 2-3 years
- 3-5 years
- 5-10 years

The scope for the condition assessment included:

- Inspections are non-invasive and non-destructive, no opening of walls or ceiling tiles;
- No testing of systems;
- Not a code review. Any code issues identified during site investigations will be flagged to the Township;
- No confined space entry such as crawl spaces were inspected, visual inspection from access point only were completed if possible;
- Hazardous materials survey not included (asbestos, lead, PCB, etc.) and buildings expected to be free of these substances;
- Roof inspection was visual only, qualified roof inspector not included;
- Mechanical/electrical review was limited to the building M&E, excluding any review of any arena refrigeration equipment;
- No opening and internal inspection of wells, septic systems or underground utilities; and,
- Assessment of components based on visual inspection from ground level, estimated age of components and typical useful life.

A document outlining the results of the building condition assessment has been developed under separate cover from this Plan.

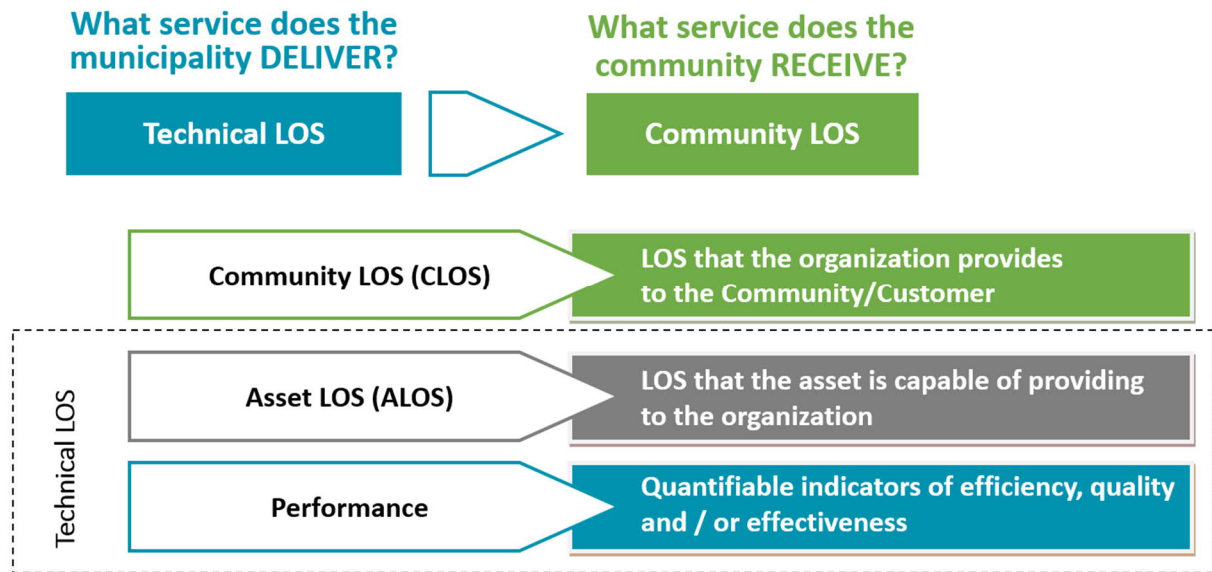
1.4 Levels of Service

The current and proposed levels of service are described in terms of technical metrics and qualitative descriptions for each asset type. These descriptions are prescribed for core assets (including stormwater and roads) within Ontario Regulation (O.Reg.) 588/17.

Levels of Service (LOS) are presented in **Figure 1-5** and defined as follows:

- **Community LOS:** LOS that the organization provides to the community, intended to be customer-focused, providing a qualitative description of scope and quality; and
- **Technical LOS:** LOS that the asset is capable of providing to the Township which is further measured by the performance of the asset, providing technical metrics that support the delivery of LOS.

Figure 1-5: Levels of Service (Community LOS, Technical LOS and Performance)



For non-core assets (i.e. buildings and fleet), levels of service definitions are not provided in the regulation, however in consultation with the Township, appropriate and trackable measures were identified following the community and technical model.

Through the Plan development, the Township sought to establish current levels of service (LOS), in accordance with O.Reg. 588/17. As part of this process, the Township participated in an education and working session with project staff stakeholders, and provided a survey for public feedback to understand level of service concepts, and gain understanding of public perception of the levels of service.

1.4.1 Level of Service Workshop

A workshop was held with project staff from the Township on May 18, 2021, via online videoconferencing delivery.

During the LOS of workshop, the concepts of Levels of Service were discussed, including definition of levels of service, impacts of changes to levels of service, and barriers to delivering the service

The workshop included discussion regarding current Levels of Service at the Township, conducting individual and group discussions to identify important parameters for defining service delivery, and local issues and efficiencies for delivery.

1.4.2 Levels of Service Survey

The Township of Admaston/Bromley recognizes the importance of including feedback from the community in the development of the Plan, and wanted to ensure that the Plan reflected the desires, needs and values of the community. The community was asking for their input from February 27 to March 21, 2022 using social media on the Township's Facebook and Twitter, on the Township website and through notices. This survey was completed by a total of 103 respondents.

Some of the main themes that emerged from the survey results are:

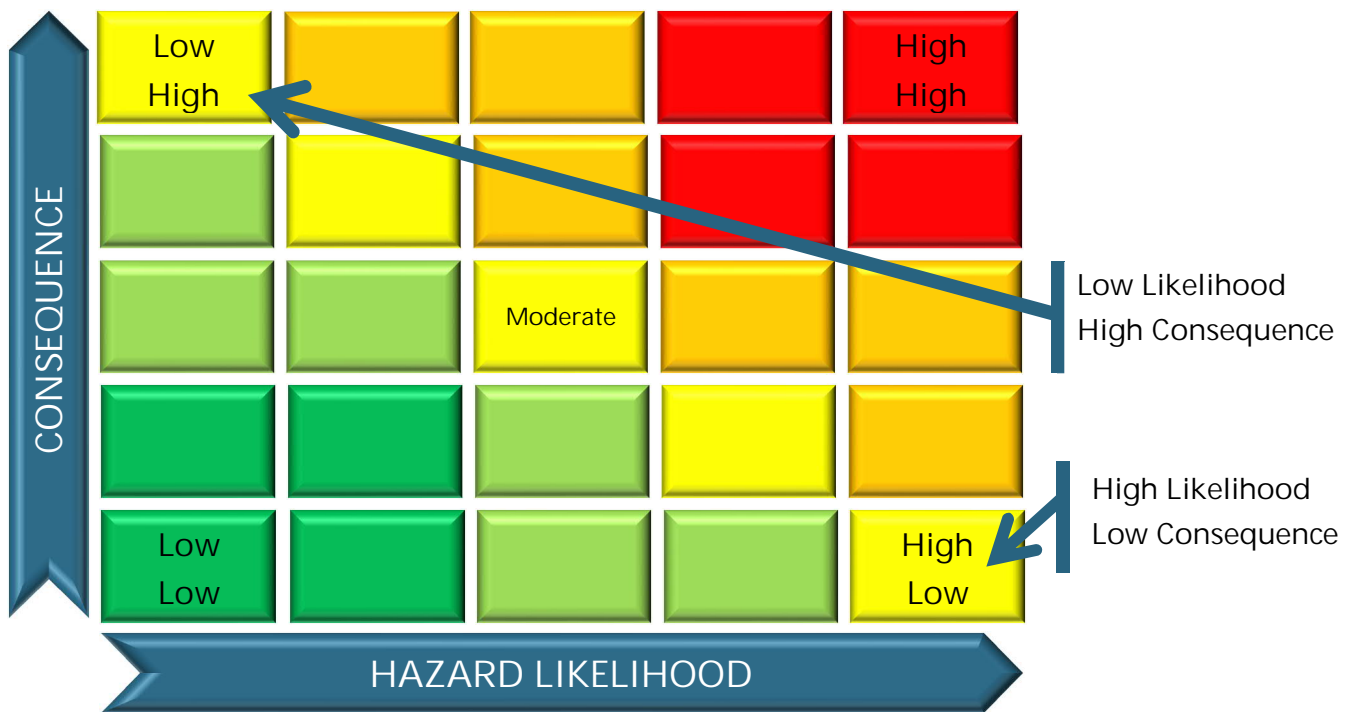
1. The community is generally satisfied with the programs and services provided by the municipality, but street/road maintenance need improvement.
2. The majority of the respondents would like to receive services from the Township at a 'family diner' level of service with medium cost.
3. Overall, majority of residents are willing to pay an increase or slight increase in taxes to maintain the current levels of service.
4. The services that should be prioritized are street and road maintenance, garbage and recycling and snow removal.

1.5 Risk

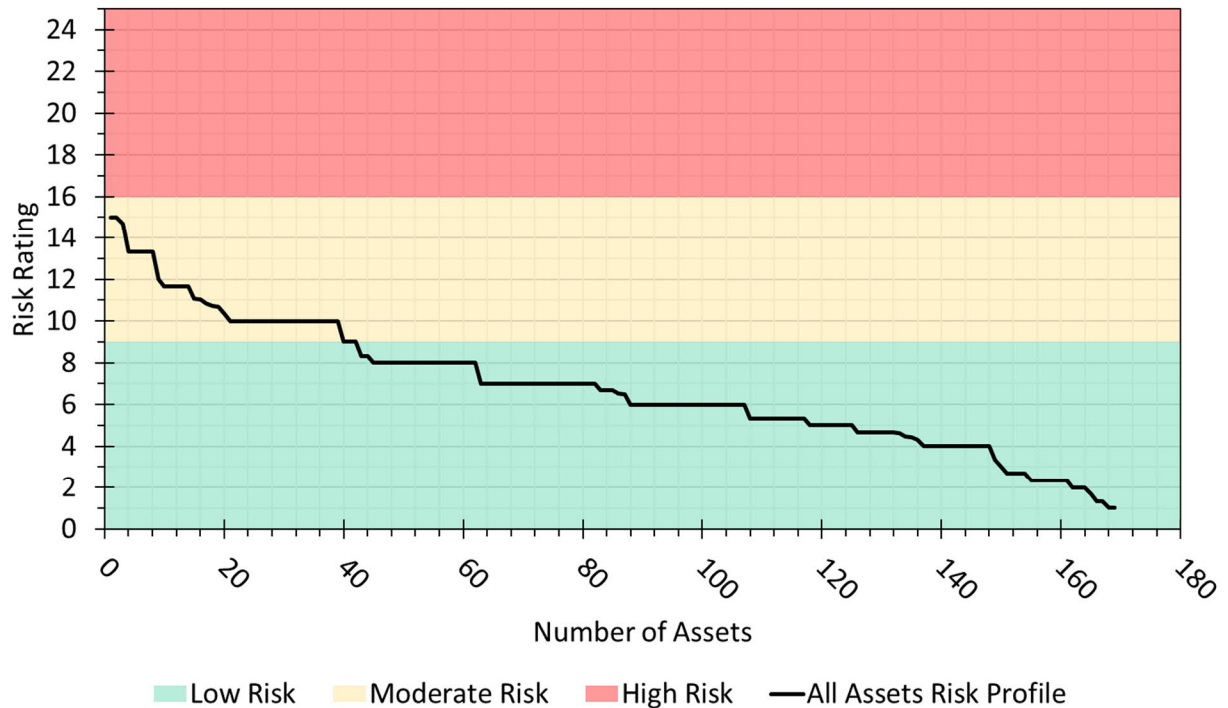
In determining the lifecycle activities for each asset category and identifying the priority activities, the risks associated with the options are to be considered. The risk rating for each asset within the asset category generates a risk profile for the entire asset category.

The assets with the highest risk rating identify the priorities for the Township. As part of assessing risk, consider the factors that increase the likelihood of a hazard occurring (or non-delivery of service) and the consequence. **Figure 1-6** presents a risk "heat map" plotting likelihood and consequence.

Figure 1-6: Risk Heat Map



A priority rating has been developed based on the calculated risk rating and displayed in **Figure 1-7**. High risks are shown in the red zone (risk rating 17 to 25), Moderate risks are shown in the orange zone (risk ratings of 10 to 16) and Low risks are in the green and yellow zone (risk ratings of 1 to 9).

Figure 1-7: Risk Profile for All Assets

The approach and methodology to risk assessment is presented in following sections. A risk profile for each asset category is presented in the corresponding sections.

1.5.1 Risk Workshop

A workshop was held with project staff from the Township on June 1, 2021, via online videoconferencing delivery. The intention of the workshop was to engage with stakeholders, and gather qualitative information regarding asset risk within the Township's assets.

During the workshop, the participants discussed risk topics. The process through which risk is determined was established, followed by examples that related specifically to Township infrastructure. Discussion included broad discussion of risk related to assets at the Township, determining importance of assets and brainstorming potential hazard scenarios and mitigation. Discussion occurred centring around the impacts of climate change on risk, and the level of risk imparted on the varying asset categories by the changing climate.

1.5.2 Risk Methodology Approach

Risk assessment was conducted for each of the asset categories within the Plan. The risk ratings for the assets follow the below risk methodology. Specific details and assumptions used in risk calculations by asset category are contained within their respective sections.

Risk is the likelihood and magnitude of a negative scenario (hazard) occurring that limits the ability of the asset to deliver the service. Risk is the consideration of asset failure and the consequence of the failure.

Risk = Likelihood x Consequence

Consequence considers the severity of the impact, vulnerability of the asset and exposure to the negative scenario.

Applying the methodology of a score of 1 to 5 for the hazard and the consequence, the maximum risk rating is 25 (high).

1.5.3 Calculation of Likelihood

The factors that contribute to the likelihood of failure include:

- A – Condition of the asset
- B – Performance (reliability)
- C – Vulnerability to climate change.

See **Table 1-5** for description of these factors.

Table 1-5: Likelihood Factors

Factors	Low (1)	Moderate (3)	High (5)
A – Condition	Very Good (1)	Good (2); Fair (3)	Poor (4); Very Poor (5)
B – Performance	Always Reliable	Usually Reliable	Not Reliable
C – Climate Change	No or limited impact, quick recovery or mitigation in place	Limited impact with slower recovery; mitigation plan not in place	Moderate or high impact; no or limited mitigation plan

By separating condition and performance as two separate factors, there is an opportunity to consider assets in poor condition that may still be performing well, compared to those that are not performing, as well as good condition assets that may not be reliable. The climate change factor brings into consideration assets that are vulnerable to climate change scenarios such as intense rainfall, increased temperatures, extreme weather and drought. The climate change rating includes any mitigation activities in the scoring which reduces the risk and lowers the score.

Therefore the likelihood of failure is $(A + B + C)/3$ (i.e. the average of the factors, assuming they are equally weighted).

1.5.4 Calculation of Consequence

In calculating consequence, the question to consider is: What increases the impact of non-delivery (or failure of the asset)?

There are two factors that contribute to the consequence which are:

- D – Impact or severity
- E – Importance of the asset in delivering service

Both impact and importance contribute to the consequence and will be multiplied by likelihood. The two ratings will be added together for the consequence maximum score of 5. Consequence will be D + E. See **Table 1-6** for description of consequence factors.

Table 1-6: Consequence Factors

Factors	Low	Moderate	High
D – Impact	Low or no impact (0)	Moderate impact (1)	High impact (2)
E – Importance of the asset in delivering service	Low importance (1)	Moderate importance (2)	High importance (3)

The impact ratings were established by considering these five possible areas of consequence (as discussed in the Risk Workshop) and determining an overall rating of high, moderate or low by taking an average for the impact of:

- Safety/Injury
- Financial Loss
- Reputation with Stakeholders
- Environmental Damage
- Loss of Service

The importance ratings for assets were established in consultation with municipal staff. The ratings established included assumptions and specific importance values for assets.

1.5.5 Calculation of Risk

The risk calculation for each of the assets is determined as follows.

Risk = Likelihood X Consequence

Risk = (A + B + C)/3 x (D + E)

Where A = Condition
 B = Performance
 C = Climate Change
 D = Impact
 E = Importance of the asset

Several other factors beyond risk are to be considered in identifying asset investment requirements and any associated projects. The Township must also consider:

- Coordination of projects of similar type or in shared locations
- Changes in community needs and service requirements

- Technological and regulatory changes
- Climate change
- Long and short term cost benefit of investment

1.5.6 Climate Change

In the Risk Workshop, Township staff considered the following climate change scenarios and identified low, moderate or high vulnerability for each asset category:

- Mean Annual Temperature
- Number of Hot Days (> 25 C)
- Heavy Snow Events
- Heavy Rain Events
- Extreme Weather Events
- Occurrence and Magnitude of Flooding.

The climate change scenarios were broadly considered risks across most of the asset categories. Further discussion during the risk workshop identified some mitigation strategies for climate change hazards. Going forward, the impacts of climate change scenarios should continue to be evaluated to enhance resiliency and mitigation strategies for assets.

1.5.7 Limitation and Assumptions – Risk Assessment

Several key limitations and assumptions were made as part of the risk assessment process, which are summarized below:

- 1) Field condition assessment data was used as available to determine state of infrastructure and risk. In the absence of field condition assessment data, asset age and estimated useful life was used to approximate physical condition.
- 2) Performance of individual assets was assumed as “Always Reliable” unless otherwise indicated by staff, reviewed reports or provided asset data.

1.6 Lifecycle Activities

The lifecycle activities include activities that can be undertaken over an asset’s useful life. These activities, consistent with O.Reg. 588/17, are defined to include constructing, maintaining, renewing, operating and decommissioning of assets and all engineering and design work associated with these activities. Typical lifecycle activities have been outlined for each of the asset categories considered within this Plan.

1.7 Asset Management Strategy

The following sections provide background information related to the development of the strategy, undertaking of the analysis and annual investment projections.

1.7.1 Asset Management Strategy

The intent of the strategy is to provide guidance for the Township in the management of the assets to achieve the goals of the asset management plan. The strategy for each asset type was devised using current practices at the Township and recommendations for implementation of new or improved practices that may influence the lifecycle of the asset. The asset management strategy for each asset type includes consideration of the lifecycle activities for that asset type, and suggests an overall strategy for the management of the assets over the 20 year timeframe of the Plan.

The asset management strategy for the Township assets will employ the lifecycle activities to maximize the useful life and economy of each asset.

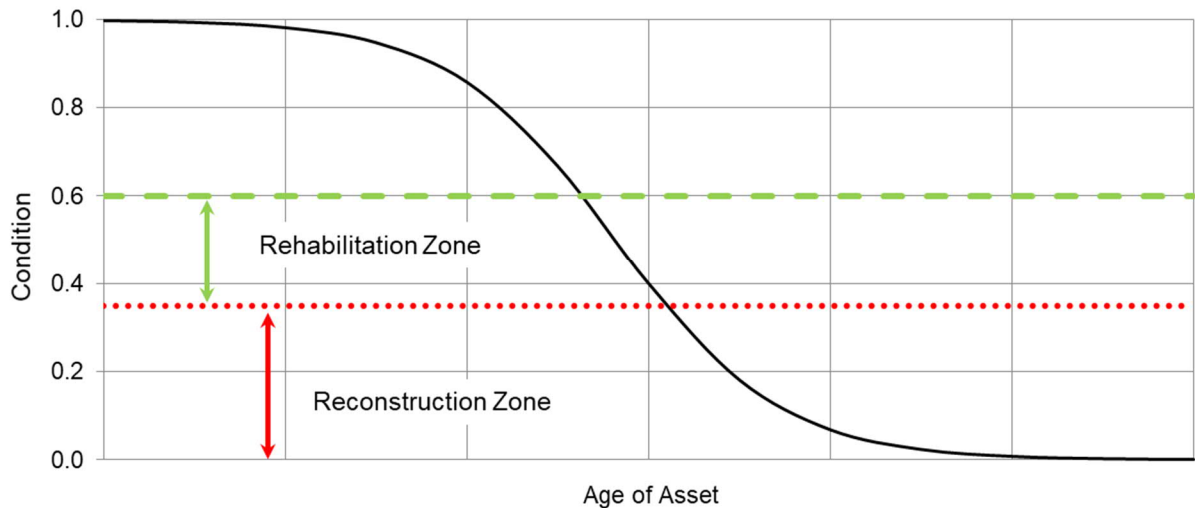
The primary indicator used in the development of a lifecycle strategy is the condition of each asset, as it can often be indicative of proximity to failure of the asset, performance of the asset, and increased risk. The strategy should also consider other factors, such as:

- Importance of the asset
- Asset risk score
- Condition of adjacent sections
- Replacement requirements for adjacent infrastructure
- Expansion requirements
- Maintenance frequency and type.

These factors will change throughout the lifecycle of an asset, influenced by age of the asset, continued development at the Township, and changing climate. The changing of these factors may impact the lifecycle of an asset, by changing the optimal solution for extending the lifecycle of the asset. Consideration of these factors should be given when devising capital project outlooks and budgeting, and updating of the asset management plan.

The assets will deteriorate on a non-linear basis, and the lifecycle activities can be implemented at varying stages within an assets deterioration. **Figure 1-8** provides a visualization of the theoretical deterioration curve for an asset, and opportunity windows to conduct lifecycle activities within the expected useful life of an asset.

Figure 1-8: Theoretical Deterioration of Assets and Lifecycle Activity Opportunities



The opportunity windows (rehabilitation zone, construction zone) will vary depending on the asset, and the accepted condition level for the asset.

In general, it is expected that lifecycle activities can be implemented according to the following:

- Maintenance activities can be implemented throughout the lifecycle of the asset. These activities can be recommended as part of routine programs or can be driven by assessment or complaints processes.
- Renewal or rehabilitation works can be appropriately employed within the rehabilitation zone, where the condition intervention greater than maintenance is required, yet the asset has not reached the requirement for reconstruction; and
- Reconstruction and decommissioning will most likely occur within the reconstruction zone where rehabilitation will be insufficient to address issues with the asset.

The strategy should be reviewed and updated with the Plan according to the changes in practices or goals of the Township and the management of the assets.

Prior to making selection and implementation of a lifecycle activity, the Township asset managers should understand the standard of construction of the asset. The applicability and effectiveness of a lifecycle activity may be impacted if the asset was not constructed properly at the outset of its lifecycle.

With establishment of the strategy, analysis was undertaken to assess the impact of investment on the assets, and recommendations for investment according to the goals of the asset management plan. The analysis used the inventory information, lifecycle activities, and strategy

The following information was used in the analysis where available or applicable:

- Asset inventory information
- Lifecycle activities and strategy
- Current detailed assessment reporting and associated investment recommendations

- Current and desired Levels of Service information

The analysis was undertaken using different methodologies for linear and vertical assets. Where possible, multiple scenarios were assessed to understand the investment level and overall condition of the assets for establishing feasibility of the goals of the asset management plan.

1.7.2 Growth

An important component in the asset management strategy across the asset categories is consideration of growth. Growth may impact how or when the Township chooses to implement the lifecycle activities.

Population and household data for the growth projections outlined within this chapter were obtained from the *County of Renfrew Official Plan, current to March 26, 2020*, and census data from *Statistics Canada*. It is noted within that the County of Renfrew Official Plan serves as the detailed official plan for the Township.

The Township comprises 524 square kilometres.

Population information for the Township is available from the Census Profile from the 2016 census, available from Statistics Canada. According to the census information, the Township had 2,395 residents in 2016, an increase of 3.2% from 2011. This included 1,083 occupied private dwellings.

As part of the County Official Plan, growth projections were undertaken, using the 2011 census as the base year for population where the population for the Township was 2844. The projected growth included high and low projections, and are as shown in **Figure 1-9** below, excerpted from the Official Plan of the County.

Figure 1-9: Growth Projections for Township from County of Renfrew Official Plan

	2016	2021	2026	2031	2036
Low	2858	2873	2887	2901	2916
High	2887	2930	2975	3020	3065

The County identified smart growth initiatives that will need to be achieved as part of the growth objectives, including:

- Improved telecommunication infrastructure;
- Upgrade or replacement of existing infrastructure (specifically water pollution control plants, water treatment plants, municipal airports, roads and bridges);
- Development of new infrastructure (specifically expansion of Highway 417);
- Development of economically-feasible and environmentally-responsible nutrient management and septage disposal systems;
- Development of brownfields;
- Development of the tourism sector; and
- Purchase of abandoned rail corridors.

The potential impact of growth on assets and lifecycle activities is summarized in **Table 1-7**.

Table 1-7: Lifecycle of Assets and Growth Assumptions

Asset Classifications	Growth Impact Assumptions	How Assumptions Relate to Lifecycle of the Assets
Roads	Noted focus on upgrade or replacement of existing roads infrastructure	Potential increase in road maintenance costs, capital expenditures (reconstruction of roads)
Storm Sewers	Increased service demands and expansion of network Increased storm volumes from urbanization	Potential increase in capital expenditures and maintenance costs due to increase in service network size and capacity
Buildings	Increased facility usage Changing service demands from aging population, general increase in population Changing service demands from increase in tourism sector	Increase in capital expenditure for facility development in response to growth Increase in operating costs for facility services and maintenance
Fleet	Increase in service demands - requiring increased operation or capacity at greater distances	Increased capital costs for purchase of additional assets to meet service needs Increased operational costs in fleet maintenance and operational consumables
Equipment	Increased development will occur as a result of growth	Due to increased development, equipment required would be required to supply new facilities etc.

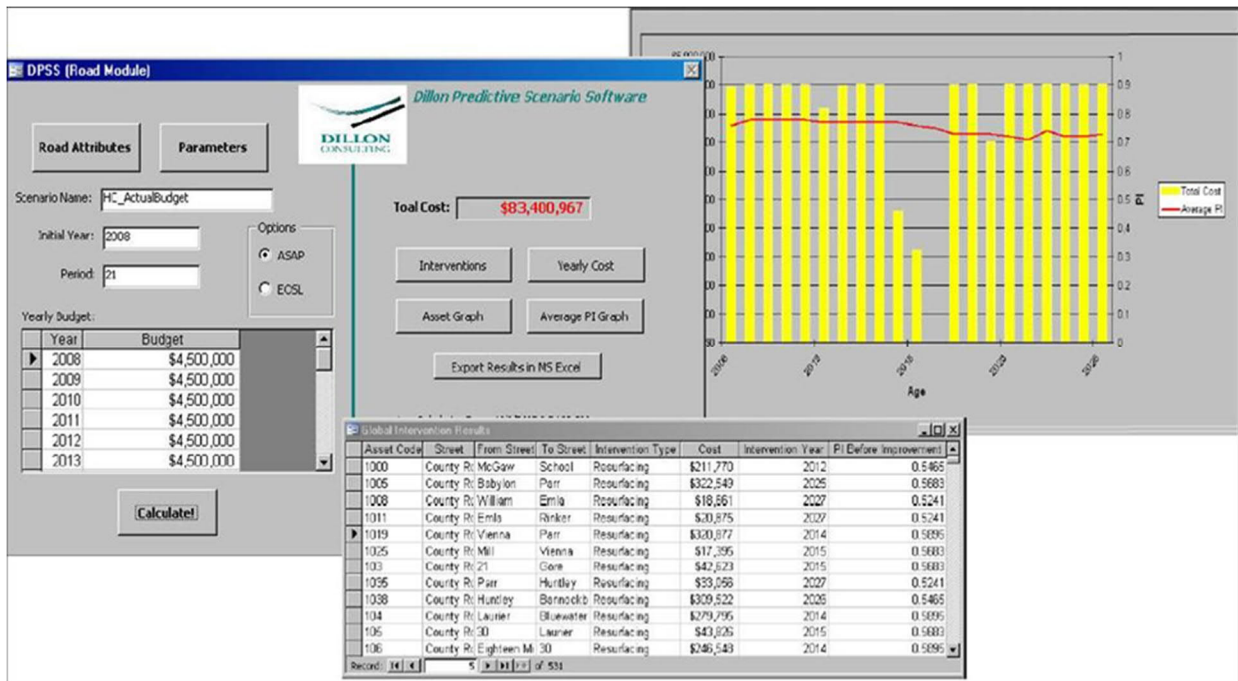
1.7.3 Analysis and Investment Projections

1.7.3.1 Linear Assets

For the preparation of a replacement and rehabilitation profile for linear assets, the Dillon Predictive Scenario Software (DPSS) was used. This tool is a Microsoft Access application that relies on an overall assessment of the infrastructure condition to produce investment scripts based on degradation curves, which are adjusted to the Town's particular operations and thresholds of acceptability.

The DPSS tool assesses the condition, and puts the Asset Manager in control of the lifecycle of assets. It also allows for planning as to where, when, how and how much to invest in the renewal and replacement of infrastructures for the coming year, or for the next 5, 10, 20 or 50 years. **Figure 1-10** provides a view of a screen capture of the DPSS analytical tool. The tool incorporates known asset information, deterioration data, and unit costs for rehabilitation of assets provided by the Town, to assess the network.

Figure 1-10: Dillon Predictive Scenario Software (DPSS)



Limitations of the Program

The DPSS program operates within the bounds of assumptions and limitations in data inputs. The current operational limitations of the program that are relevant to the Plan include:

- The program cannot link adjacent asset segments. If an asset is broken into multiple adjacent components (such as a road from intersection to intersection), the program will view each inventory item as a single asset, and cannot connect projections for adjacent sections.
- The program cannot computer concurrent projections with multiple types of assets. Each instance of the program projects works for one asset category only.
- The prioritization of works in the outputs of the program are based on the condition of the asset.

1.7.3.2 Vertical Assets

The development of scenarios and capital expenditure projections for the vertical assets varied by asset type, due to the existing processes and the types of assets. A description of the process taken for each asset is described within their respective sections, however scenario development generally considered the following:

- Where available, existing reporting on assets was used to generate a prioritization of works. The projected works in this Plan were assumed to be consistent with recommendations in existing reports.

- Where prior information was not available, condition was assumed based on lifespan and age. Projection of works were estimated according to the expected lifespan of an asset. Due to the complexity of vertical assets, detailed assessment of maintenance and reconstruction works of the componentry was not undertaken. As such, individual component replacement costs and maintenance costs have not been projected as part of the Plan.

1.7.4 Limitations of the Asset Management Strategy

The strategy described in each of the asset category sections in this report reflects a typical process that can be implemented according to a number of factors, such as type of infrastructure, condition, importance, etc. The strategy will act as a guideline for the Township to use in asset management, however is not intended to be used as a step-by step plan. During the asset management process, there will be situations where deviation from the proposed strategy is appropriate, according to the specific conditions of the assets and circumstances of the works being undertaken.

As described above, many factors will influence the selection and timing for implementation of lifecycle activities within an asset's useful life.

1.7.5 Other Factors to Consider for Scenarios and Capital Projections

For the understanding and utilization of the scenarios and capital projections within this Plan, the Township must also consider the following:

- The scenarios and capital projections conducted as part of this Plan were completed by asset category individually. As such, the results do not reflect efficiencies in completing works on adjacent infrastructure simultaneously.
- The scenarios and capital projections conducted as part of this Plan were completed by asset segment individually. As such, the results do not reflect efficiencies in completing works on consecutive asset segments simultaneously.

2.0 Roads

2.1 State of Local Infrastructure

The Township owns and maintains a network of paved and unpaved road assets. The network includes a total of 276 km of roads, of which 133 km is paved, and 143 km is unpaved. Approximately 47 km of the road network is not maintained during the winter months, the rest being maintained on a year round basis. The Township also maintains 17.5 km of boundary road through agreement with abutting municipalities.

The road network is made up predominantly of local roads, with all road assets being two-lane roads. A summary of the road network by surface type is presented in **Table 2-1**.

Table 2-1: Summary of Linear Road Assets by Surface Type

Surface Type	Length (km)
Gravel	143.2
HCB	40.1
HCB on Concrete	0.7
LCB	88.5
RP35	0.2
SST on HCB	3.3
Gravel	143.2

The length of roads can be further broken down by roadside environment, summarized in **Table 2-2**.

Table 2-2: Inventory of Roads by Environment

Environment	Length of Road (km)
Rural	263.1
Semi-rural	0.1
Semi-Urban	12.8

The information reported in this Plan and the subsequent analysis are based on the current inventory maintained by the Township combined with PCI ratings assessed by Dillon in June of 2021.

2.1.1 Replacement Cost

The unit replacement costs for roads are based on recent tender information at the Township. The provided costs were inflated to represent current day dollars, and include contingency and engineering costs. Costs are as follows:

- Reconstruction (including pulverizing, granular base, shouldering, paving, line painting): \$173,000/km
- Surface treatment: \$9 /sq.m.

The Township undertakes routine granular resurfacing at a cost of \$8,500 per kilometer.

2.1.2 Average Age

Due to the lack of readily available records and the history of the road network at the Township, the age of the roads is not available.

2.1.3 Expected Useful Life

The expected useful life of the road assets is used to estimate the replacement schedule. The expected useful life values for road types within this report are as follows:

- HCB surfaces – 25 years
- LCB surfaces – 15 years

These useful life values are under normal conditions. The Township can further refine these lifecycles with ongoing monitoring of road conditions. Each type of road classification was calculated based on PCI degradation curves.

2.2 Condition – Roads

Condition of the paved roads in the network was assessed in June 2021. The condition assessment was completed using an application, TotalPave, using the processes described in Section 1.3.1 to determine a PCI for each road section.

Weighted by kilometerage, this paved network has an average PCI of 62, an overall Fair rating. **Table 2-3** summarizes the condition of the paved roads by linear kilometer.

Table 2-3: Summary of Road Condition

Condition	Pavement Condition Index (PCI) Range	Linear km	Percentage of Total Road Network
Very Good	91-100	8.1	6.1%
Good	81-90	8.5	6.4%
Fair	61-80	45.2	34.4%
Poor	41-60	38.3	29.1%
Very Poor	1-40	31.5	24.0%

2.3 Current Levels of Service – Roads

Levels of service for road assets are outlined in Table 4 of the regulation, O. Reg. 588/17. **Table 2-4** and **Table 2-5** outline the Township's current community and technical levels of service for roads.

Table 2-4: Community Levels of Service - Road Assets

LOS Parameter	Community Levels of Service O.Reg. 588/17 – Qualitative Description	Township Community LOS
Scope	Description, which may include maps, of the road network in the municipality and its level of connectivity.	<ul style="list-style-type: none"> The roads in the Township are intended to serve local and through traffic in semi-urban, semi-rural, and rural settings. Township roads provide connectivity between local communities, and between larger County managed roads including Highways 132 and 60.
Quality	Description or images that illustrate the different levels of road class pavement condition.	<ul style="list-style-type: none"> Road condition assessment undertaken in 2021 determined standard Pavement Condition Index (PCI) and International Roughness Index (IRI) values, using a combination of visual inspection and a smartphone-based system (TotalPave). TotalPave paved roadway assessment criteria is developed from the ASTM D6433-18-Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys. Road class pavement condition descriptions for the Township will be consistent with the ASTM.

Table 2-5: Technical Levels of Service - Road Assets

LOS Parameter	Technical Levels of Service O.Reg. 588/17 – Technical Metrics	Township Technical LOS
Scope	Number of lane-kilometres of each of arterial roads, collector roads and local roads as a proportion of square kilometres of land area of the municipality.	Arterial: 5.4km (0.01 km/sq.km) Collector: 0.0km Local: 272.3km (0.52 km/sq.km) <i>Note: land area of 520 square kilometers used.</i>
Quality	<ol style="list-style-type: none"> For paved roads in the municipality, the average pavement condition index value. For unpaved roads in the municipality, the average surface condition (e.g. excellent, good, fair or poor). 	<ol style="list-style-type: none"> PCI Paved roads: 62 Roads are re-graded on a regular basis by the Township, all unpaved roads were observed to be in Good condition

2.4 Current Performance – Roads

The Township has previously identified performance measures through which their roads assets can be measured, as part of development of the 2018 Plan. The performance measures fit within financial, quality and management categories. Additional quality measures have been added to build on performance definitions for the Township. The performance measures for Roads, and their current values are shown in **Table 2-6**.

Table 2-6: Road Performance Measures

Performance Category	Asset Performance Measure	Current Performance
Financial	% annual (+) change in net book value of road assets	Reported annually in performance report
Quality	% of roads with a net book value of 60% of original asset cost	Reported annually in performance report
Management	% of capital rehabilitation projects completed on time and within budget	Reported annually in performance report
Quality	Roads with load restrictions	Vehicle loads are restricted to 5 Tonnes per axle on all Township roads
Quality	Percentage of roads in fair or better condition	55%
Management	Staff time required to conduct roads maintenance	To be determined
Quality	Staff time (hours) per road by maintenance activity	To be determined

2.5 Risk Assessment – Roads

The risk ratings for the road assets followed the risk methodology and approach, presented in **Section 1.5**, and the assumptions and criteria listed below.

Condition: Determined based on results of roads condition survey, using Pavement Condition Index Rating

Performance: Assumed to be always reliable (value of 1)

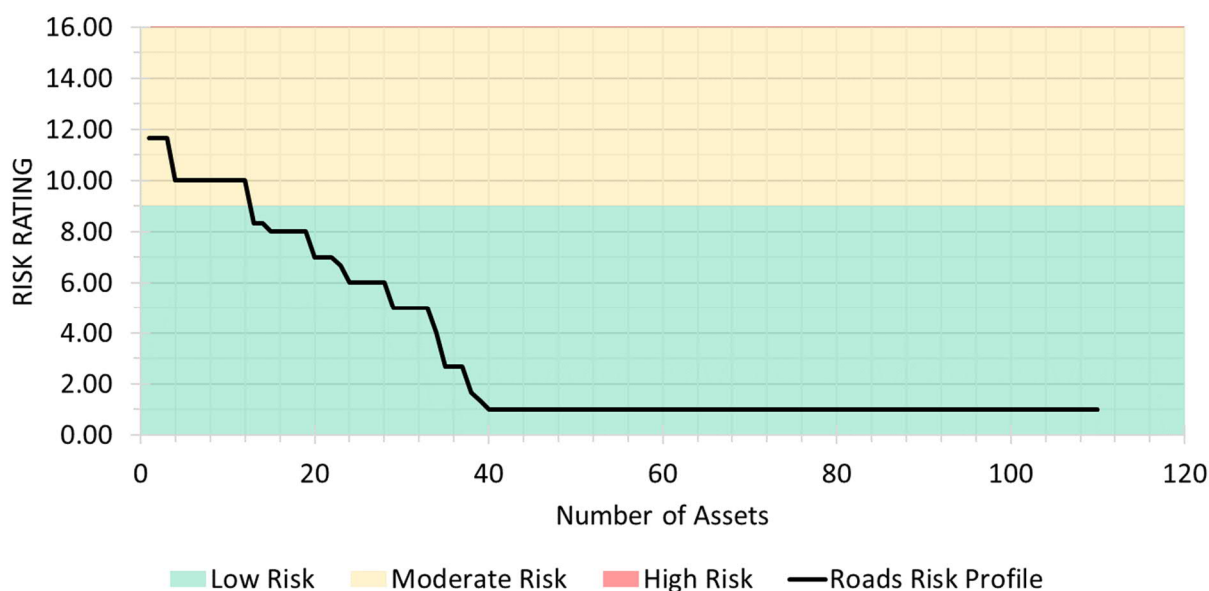
Climate Change: Assumed a value of 2 – assets are vulnerable to climate change impacts, but response and mitigation plan is in place (detours, internal and external response requirements to issues)

Impact: Low impact (value of 0) for roads with AADT values of 0-49
 Moderate impact (value of 1) for roads with AADT of 50-399
 High impact (value of 2) for roads with AADT 400 or greater

Importance: Low importance (value of 1) for roads with AADT values of 0-49
 Moderate importance (value of 2) for roads with AADT of 50-399
 High importance (value of 3) for roads with AADT 400 or greater

The risk assessment could be completed only for the paved road assets. The risk profile for these assets is shown in **Figure 2-1**.

Figure 2-1: Risk Profile for Road Assets



The majority of assets are within the low risk range. Twenty-five assets, representing 37.2 km (27% of the paved road network) are in the moderate risk range, with the maximum risk value of 11.7. Note that risk assessment is undertaken for the paved road network only.

2.6 Lifecycle Activities – Roads

The following section describes the lifecycle activities that can be implemented within the asset management strategy for road assets. The primary lifecycle activities include construction, improvement, maintenance, and decommissioning/disposal. The lifecycle activities presented below were developed as part of the Township's 2014-2024 Asset Management Plan, and have been updated to reflect current best practices for road asset management and maintenance.

2.6.1 Construction Activities

The initial lifecycle activity of a road asset is its construction. The road asset should be constructed to adhere to applicable requirements, codes, and design guidelines. Design of the road asset should consider the level of service expected to be provided by that particular road asset, such as the anticipated speed or volume of traffic. Varying factors in construction include: the road classification, surface type, and roadside environment (e.g., rural, urban).

2.6.2 Maintenance Activities

Maintenance activities are undertaken on the assets throughout their useful life to maintain their operating condition and performance. Maintenance activities can include the full road surface, or can be used to address localized repairs on the road surface. Maintenance activities include regularly scheduled inspections, maintenance, or more significant repair and activities associated with unexpected events. Maintenance activities for the Townships roads are undertaken by in house staff, using the Township's own equipment. This includes all routine maintenance for roads such as: pothole patching, shoulder grading, sign maintenance, winter maintenance, surface grading, replacement of small diameter culverts on unpaved roads and hand brushing.

The selection of the maintenance activity is dependent on a variety of factors, including road surface type (material, urban/rural classification), condition (surface and road base), road works history, importance, among others.

The typical maintenance activities undertaken by the Township are described below.

2.6.2.1 Gravelling

Gravelling is the upgrading of the surface course of existing gravel roads. These roads degrade over time, through the typical action of traffic, rain, snow, and snowplowing. Gravel is slowly removed from the road surface resulting in wash-boarding, potholes, road breakup/softening, washouts or other issues that significantly detract from the surface, riding quality, and safety of the roadway. Gravel roadways require ongoing maintenance to restore the correct crossfall of the roadway and also to ensure that water does not pool on the road surface.

2.6.2.2 Shouldering

Shoulders are important components of road infrastructure, protecting the edge of the road surface and supporting surface water drainage. Shoulders require ongoing maintenance (grading) to prevent the loss of lateral support, to prevent the deterioration or failure of the road edge, to eliminate distortions such as wash boarding, ruts and potholes, and to maintain roadside drainage patterns.

Shoulders should be inspected regularly and, ideally, graded once in any five year period for hardtop surfaces. Granular surface shoulders would ideally be addressed during the yearly grading program.

2.6.2.3 Ditching

Ditches are constructed to convey water from storm runoff to an adequate outlet. For rural and some semi-urban areas ditches are the sole method of conveying water and maintaining dry road granulars.

Ditches have a tendency to fill-in over time, primarily due to natural erosion and vegetation. Periodic maintenance is required in order to remove this accumulation and reinstate the

designed ditch line. A properly designed and maintained ditch will continue to drain surface water away from the road surface and add to the life of the road. Ditching should occur with a frequency of once per every five years.

2.6.2.4 Culverts

Preventative culvert maintenance will extend the life of the structure and ensure that it functions as designed. Culvert maintenance includes the removal of accumulated debris (e.g., logs, boulders, garbage, ice build-up) that prevents the efficient passage of water through the structure. Culvert maintenance may also include the reinforcement of eroding inlets and outlets. Culverts requiring continual regular maintenance should be considered for future reinstallation for the purpose of addressing the problem.

2.6.2.5 Crack Sealing

Crack sealing is recognized as an effective preventative maintenance activity that can extend the life of existing roads. It entails the mechanical removal (routing) of the crack and re-sealing of the surface. The effect is to prevent water from entering the road base and accelerating the deterioration of the road. The overall impact to the road is an approximate increase in lifespan of up to 5 years. It is recommended that crack sealing be implemented by the Township on selected roads to ensure that they obtain the maximum life from the road surface. If crack sealing cannot be implemented for a given road, it is likely that said road will experience an accelerated deterioration rate.

Crack sealing can only be implemented when single linear or short spider cracks are evident in the road surface. When the road has begun alligator cracking, crack sealing is no longer an effective strategy. For this reason is recommended that roads having condition ratings between 7 and 8 be reviewed for their suitability to apply crack sealing. It is anticipated that implementing a crack sealing program will be discussed with the Township in the coming years.

2.6.2.6 Other

This category refers to unscheduled or emergency maintenance items (i.e. road washouts, storm damage) that are not contemplated as part of scheduled maintenance works. Local staff and officials are likely to be the first responders to address these emergencies. These unscheduled items may result in an immediate decrease in service levels, and possibly health and safety consequences to service users. These items should be addressed as soon as possible.

2.6.3 Renewal Activities

Renewal activities are more comprehensive works that include an entire road surface or segment. These replace significant parts of the road but provide large improvements to condition and lifespan. These works can include:

- Resurfacing

- Partial depth reconstruction
- Paving of gravel roads
- Returning paved roads to gravel

Replacement (Reconstruction) activities are expected to occur once an asset has reached the end of its useful life and renewal/rehabilitation is no longer an option. In this situation, full depth reconstruction is an appropriate option to address the road.

2.6.4 Operating Activities

Operating activities can be undertaken throughout the lifecycle of the asset. Operating activities for the road assets include those activities that do not directly deal with the physical state of the road, but work to extend the assets useful life. The operating activities can include non-infrastructure solutions (such as policies, limiting truck traffic, planning reports), and monitoring/inspection of the assets. Inspection of the road assets can be completed internally (on an ad hoc or recurring basis), to larger programs conducted by third parties (such as visual inspection conducted in 2021). The inspection program can include a combination of the effort types to suit the needs of the Township.

2.6.5 Decommissioning Activities

Decommissioning activities are typically undertaken at the end of the lifecycle of an asset, however can be used prior to that stage due to other driving factors.

Decommissioning activities of the road assets includes removal of the road from service. A road may be removed by disposal of the asset components, or establishment of a barricade to prevent continued usage of the asset. Disposal activities should be conducted such that health and safety protocols are being followed, and spent materials are disposed of at an appropriate or approved facility.

Decommissioning activities should be conducted such that health and safety protocols are being followed, and spent materials are disposed of at an appropriate or approved facility.

2.6.6 Non-Infrastructure Solutions

Non-infrastructure solutions are actions or policies that can lower costs or extend asset life.

The Township can obtain improved efficiencies through integrated infrastructure and land use planning. This strategy relies upon the coordination of municipal capital activities with other stakeholders to ensure that capital activity is not duplicated. Activities should be scheduled in an efficient and compact manner to obtain the maximum economies of scale. If a short 100m section of roadway is intended to be rehabilitated, and it is adjacent to a longer roadway, rehabilitation of both at the same time should be considered. Savings will result from a reduction in mobilization and small volume premium costs. Every capital expenditure has a mobilization cost, and dispatching resources to attend to a multitude of smaller capital works is not an efficient use of those resources. Small capital projects cannot take advantage of economies of scale, which results in increased costs and decreased value delivered.

The Township should encourage higher density development along existing roads.

2.6.6.1 Expansion Activities

Expansion activities are planned activities required to extend services to previously unserved areas – or to upgrade services to meet growing demands. No expansion activities are planned over the 10 year planning period.

2.7 Asset Management Strategy – Roads

The asset management strategy for the road assets seeks to use the lifecycle activities in a manner that will achieve cost-effective and sustainable management of the road assets.

The Township has a general strategy for their gravel and paved roads, including a generalized estimation of when repairs are reconstructions are expected to be required.

Paved roads are expected to undergo treatment according to the following:

- Single surface treatment to be done every 3-4 years
- Total resurfacing to be done every 15 years

Unpaved roads are expected to undergo treatment according to the following:

- Application of granulars (75mm depth) on a 7 year cycle
- grading on an annual basis

Application of the strategy will vary according to a variety of factors, including the following:

- Actual condition and deterioration of the road asset. Factors can impact the actual deterioration rate of an asset from the theoretical such as improper construction, weather, usage of the road asset.
- Works required on adjacent infrastructure. Where adjacent linear infrastructure requires replacement (buried infrastructure such as stormwater pipes or other utilities), road works may be undertaken in advance of the typical schedule as part of rehabilitation works.
- Works required on adjacent asset segments. Where adjacent segment(s) of road requires implementation of a lifecycle activity, there may be cost efficiencies in conducting the activities on multiple segments, even if it occurs ahead of the typical timeframe.

The age of the asset is the primary driver of roads asset management strategy for the Township. The Township currently maintains records of the roads in a database, which can be improved by recording the latest date of construction and implementation of a lifecycle activity, such that the asset can be tracked through its lifecycle and maintenance activities completed.

The age of the asset can be an indicator of probable condition, however actual condition information from roads assessments can be valuable in proceeding through the strategy and identifying appropriate lifecycle activities.

An asset condition assessment program for roads can assess the assets on a regularly scheduled basis wherein the entirety of the network is reviewed in portions over a specified timeframe (for example 1/5 of the network in a 5 year timeframe), or all assets to be done in one assessment year, with assessment recurring every few years.

A variety of methods can be implemented for undertaking condition assessment of roads, including visual inspection, and usage of technological systems such as street scan technology. The assessment can be conducted in-house by Township staff or through acquisition of a third party assessment. The Township has most recently undertaken an assessment of all of the paved surfaces in the road network using a third-party technology.

In addition to the condition, prioritization and selection of a road asset for implementation of lifecycle activities can consider the following:

- Importance of the asset
- Asset risk score
- Condition of adjacent sections
- Replacement requirements for adjacent infrastructure (e.g. storm or roadworks)
- Upstream dependency and expansion requirements.

Maintenance works should be undertaken throughout the lifecycle of an asset. Selection of the appropriate maintenance activity will depend on the type of deterioration being experienced on the asset, and the condition of the asset. Some activities, such as crack sealing, are best utilized on a road segment that is generally in good condition. As the road segment continues to deteriorate, maintenance activities may become a less preferred option as it may become insufficient to address deficiencies. Maintenance activities can be undertaken on a road segment multiple times prior to the asset requiring rehabilitation activities, depending on the nature and extents of the maintenance works. The Township undertakes regular minor maintenance activities to extend the useful life of the road assets.

Rehabilitation activities should be undertaken on an asset when it has deteriorated past the point where maintenance activities would be adequate to address condition issues. Selection of the appropriate rehabilitation activity will depend on the road surface material, stage in lifecycle, and severity and type of deterioration. Paved roads are candidates for rehabilitation works when they have deteriorated past a 60 PCI.

Crack sealing can only be implemented when single linear or short spider cracks are evident in the road surface. When the road has begun alligator cracking, crack sealing is no longer an effective strategy. For this reason is recommended that roads having condition ratings between 7 and 8 be reviewed for their suitability to apply crack sealing. It is anticipated that implementing a crack sealing program will be discussed with the Township in the coming years.

At the point where a road asset has deteriorated such that maintenance and rehabilitation options will be inadequate to address condition issues, the road can be a candidate for reconstruction. The PCI value at which the Township considers a road for reconstruction is 40 or less. The depth of reconstruction (either surface or full depth including road base) will need to be identified. This distinction is made through a variety of factors, primarily the age of the asset

and the history of lifecycle activities. A road candidate for rehabilitation will typically have progressed through the lifecycle activities as suggested in the above table. Reconstruction works will result in a road segment being at a very good condition rating.

Alternatively, at the end of the lifecycle of a paved road, the Township may choose to change the level of service of the particular road by changing its surface material from paved to gravel. This change in surface type would alter the lifecycle and investment requirements for the road segment. The Township has previously considered this activity for roads according to their average annual daily traffic (AADT), where it is less than 200. This activity can also be considered for roads with AADT up to 400.

Reconstruction and rehabilitation works offers the Township an opportunity to integrate other improvements into the road works. This may include active transportation facilities, upgrade of drainage, street lighting, and changes to the road cross-section to accommodate growth demands. The Township typically includes provision for ditching works and culvert installations as part of all road reconstruction or rehabilitation works.

The Township's typical prioritization method for conducting works to the road assets is by 'worst first', in which the poorest condition assets are prioritized for mitigation.

2.7.1 Scenario Analysis

To understand the needs and projected works on the paved road assets within a 20 year outlook, lifecycle activities were reviewed under varying budget values to understand the impact on overall network condition. In the analysis, reconstruction activities are recommended when a road has a condition rating of between 0 and 40, and rehabilitation works are between 40 and 60. Reconstruction of a segment will return the segment to a condition index of 100, while rehabilitation will only return a road to a condition index of 80. The budget scenarios were analyzed in three components, to include considerations for reconstruction only, layering in rehabilitation, and impacts for removal of low AADT sections. Scenarios analyzed include:

- Road Reconstruction Only:
 1. Do Nothing – To assess how the condition of the assets changes if no lifecycle activities are implemented
 2. Unlimited Funding Scenario – To determine backlog of works
 3. 2013 Road Appraisal Study Cost – Recommended budget found in 2013 study (\$1,800,000)
 4. Maintain Current Condition (0.62) – Defining the target budget to maintain the current average condition across the network
- Layering in Rehabilitation (10 year scenarios):
 5. Unlimited Funding Scenario
 6. Maintain Current Condition (0.62)
- Removal of Low AADT Roads:
 7. Unlimited Funding Scenario
 8. Maintain Current Condition

A summary of the analysis is outlined in **Table 2-7** below.

Table 2-7: Analysis Results for Road Assets (10 Year Timeframe)

Scenario	Scenario Type	Budget Scenario	Average Annual Investment Over Timeframe	Total Investment over Timeframe	Average PI (End of Timeframe)
1	Recon Only	No Budget	\$ -	\$ -	17
2	Recon Only	Unlimited Budget	\$1,750,784	\$17,507,840	88
3	Recon Only	2013 Budget	\$1,750,784	\$17,507,840	86
4	Recon Only	Maintain Current Condition (0.62)	\$1,293,440	\$12,934,400	68
5	Recon and Rehab	Unlimited Budget	\$1,480,155	\$14,801,550	70
6	Recon and Rehab	Maintain Current Condition (0.62)	\$997,572	\$9,975,720	59
7	Low AADT to Gravel	Unlimited Budget	\$1,434,591	\$1,098,300	69
8	Low AADT to Gravel	Maintain Current Condition (0.62)	\$14,345,913	\$10,982,996	64

Note that the analysis above is for a ten year timeframe only.

The annual value of the budget scenarios are maximum investment value per year.

The selection of an investment level for the watermain strategy should consider the current and intended level of service, affordability, effectiveness of the scenario, and backlog of works.

Scenario 1 reviews the impact on average network condition if no works are conducted on the assets. The road assets are allowed to deteriorate to understand the impact on overall condition and level of service if no intervention were used. With no investment, after 10 years the roads have deteriorated to an average condition of 17, and remain for the remainder of the scenario.

Scenario 2 assumes an unlimited budget available for reconstruction of the road assets. In the first year of the scenario, \$3.4M in reconstruction works were identified, indicating that there is a backlog of repairs required to improve the condition of the assets. The backlog includes any assets that are currently at a condition rating of 0.40 or less.

Scenario 3 reviewed the investment level recommended as part of the 2013 Road Appraisal, which has an annual investment value of \$1.8M. At this investment level, by the end of the 10 year timeframe there has been approximately \$17.5M total expenditure, with the available budget being utilized in nearly each year in the scenario. At the end of the scenario the average condition has improved to 86.

Scenario 4 reviewed the annual investment requirements when targeting the current condition rating of 0.68 over the analyzed timeframe. The investment value is approximately \$1.3M annually, with most of the budget being used in every year of the 10 year timeframe.

Scenario 5 included rehabilitation works in addition to reconstruction. The scenario assumed an unlimited budget available for works. In the first year of the scenario, \$5.1M of works were identified, indicating that there is a backlog of repairs required to improve the condition of the assets. The backlog is higher than indicated within the reconstruction-only scenario due to the inclusion of maintenance works on the roads in condition range of 40-60.

Scenario 6 included rehabilitation works in addition to construction, and reviewed the annual investment requirements when targeting the current condition rating over the analyzed timeframe. The investment is less than that required within the reconstruction-only, requiring approximately \$1M per year.

Scenario 7 included rehabilitation works in addition to construction, and does not include works on roads with AADT less than 200. The scenario assumed an unlimited budget available for works. In the first year of the scenario, \$3.9M of works were identified, as a backlog of required repairs. At the end of the scenario, there is an improvement in average PI, up to 0.69.

Scenario 8 included rehabilitation works in addition to construction, and does not include works on roads with AADT less than 200. The scenario included annual investment requirements when targeting the current condition rating. The investment required was \$1.1M, which was used each year of the scenario.

In selecting the recommended investment level and strategy, the Township should consider its current and preferred level of service being provided. The LOS is represented in these scenarios as the average condition of the assets, and the surface type of the roads. The Township can adjust the level of service being provided by changing the overall condition of the assets or as suggested in the strategy, by changing the surface type of the roadways. If the Township's target is to maintain the current LOS, Scenario 8 would be the recommendation, however this would include the change in road surface type to gravel for the roads with low AADT. The annual cost for usage of this scenario is less than that which maintains the paved surfaced assets.

2.7.2 20 Year Scenario

Scenarios were run to understand the impact of varying budget levels on the assets on a longer timeframe, for a length of 20 years. The scenarios utilized the same parameters and assumptions as the 10 year scenarios.

Scenarios analyzed included:

- Road Reconstruction Only:
 9. Do Nothing – To assess how the condition of the assets changes if no lifecycle activities are implemented
 10. Unlimited Funding Scenario – To determine backlog of works

11. 2013 Road Appraisal Study Cost – Recommended budget found in 2013 study (\$1,800,000)
12. Maintain Current Condition (0.62) – Defining the target budget to maintain the current average condition across the network

A summary of the analysis is outlined in **Table 2-8** below.

Table 2-8: Analysis Results for Road Assets (20 Year Timeframe)

Scenario	Scenario Type	Budget Scenario	Average Annual Investment Over Timeframe	Total Investment over Timeframe	Average PI (End of Timeframe)
9	Recon Only	No Budget	\$ -	\$ -	1
10	Recon Only	Unlimited Budget	\$1,957,088	\$39,141,760	86
11	Recon Only	2013 Budget	\$1,671,568	\$33,431,360	76
12	Recon Only	Maintain Current Condition (0.62)	\$1,288,944	\$25,778,880	63

Scenario 9 reviews the impact on average network condition if no works are conducted on the assets. The road assets are allowed to deteriorate to understand the impact on overall condition and level of service if no intervention were used. With no investment, after 20 years the roads have deteriorated to an average condition of 1.

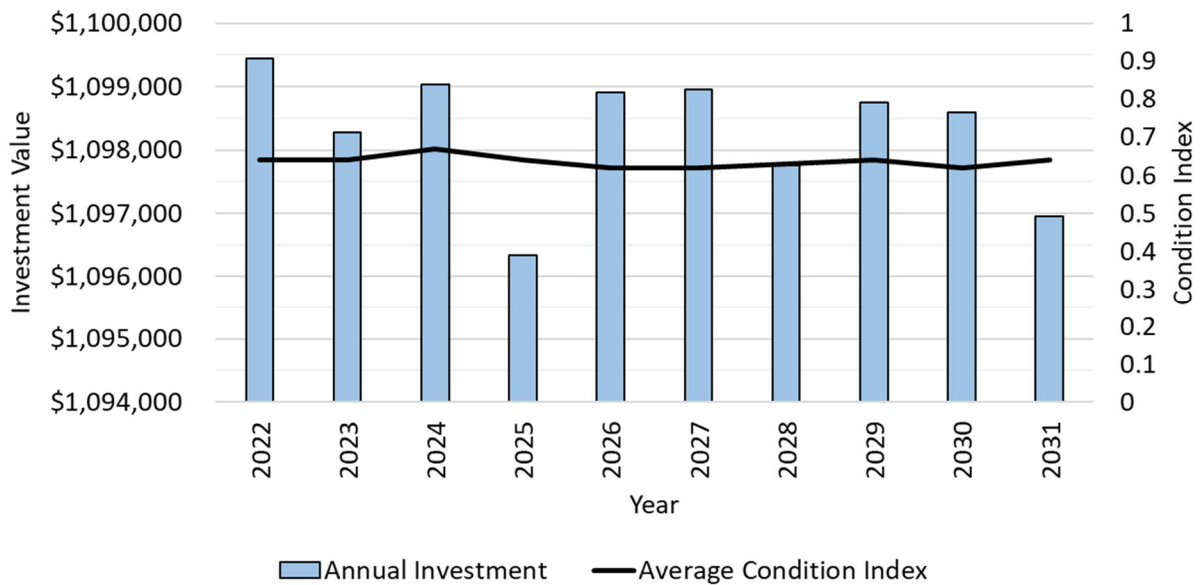
Scenario 10 assumes an unlimited budget available for reconstruction of the road assets. The backlog identified in the first year of the scenario is consistent with that presented in the 10 year scenario above, at \$3.4M.

Scenario 11 reviewed the investment level recommended as part of the 2013 Road Appraisal, which has an annual investment value of \$1.8M. At this investment level, the available budget has been utilized in its entirety in each year, with a total expenditure of over \$33M. The average condition index at the end of the scenario has improved to 76.

Scenario 12 reviewed the annual investment requirements when targeting the current condition rating of 0.62 over the analyzed timeframe. The investment value is approximately \$1.3M annually, with most of the budget being used in every year of the 20 year timeframe.

Based on the current level of service and previous strategy used by the Township for roads management, it is expected that the Township will proceed with Scenario 8, where the current condition average is maintained, with the low AADT roads being returned to gravel at the end of their lifespan. The annual expenditure and expected average condition rating for this scenario are shown in **Figure 2-2**.

Figure 2-2: Annual Expenditure and Condition Rating for Maintaining Current Condition (Scenario 8)



2.7.3 Gravel Roads

The Township’s current practice for management of the granular roads is consistent with the recommendations and strategy set forth in the 2014-2024 AMP. The strategy of applying granulars on a rotating 7 year cycle is expected to continue to be adequate. At this cycle, it is expected that approximately 27 km of road will undergo granular application annually. The annual budget for the granulars was previously noted at \$100,000, however previous AMP also identified that this value was likely to be inadequate for future continuation of the program due to changes in the market price. A value of \$230,000 per year was estimated. To update to current dollars, the \$230,000 has been inflated at a rate of 3% per year to 2022, with the new projection being \$258,900 to maintain the program.

Application of granulars on a 7 year cycle, the Township has 190 kilometres of gravel roads, which results in approximately 27 kilometers of roads undertaken each year.

3.0 Stormwater

3.1 State of Local Infrastructure

Stormwater management in the Township is achieved through buried infrastructure, ditching, and overland flow, varying based on location through the Township. The stormwater management assets generally are located adjacent to road assets. Where development is more centralized within the hamlets of Douglas and Osceola there is a more urban-style system consisting of interconnected buried pipe infrastructure. In the rural areas, the stormwater management is achieved primarily through ditching and culverts. The topography of the Township allows for conveyance of flows away from properties quickly to larger systems or outlet points.

The Township does not currently maintain an inventory of the stormwater management assets. Historical records are not available for the majority of existing assets. However, records exist for 30 catchbasins assessed in 2018, including 26 in the town of Douglas, and 4 on Micksburg Road in Osceola.

Within the town of Douglas, there is approximately 1.6 kilometers of buried pipe infrastructure. The pipe assets connect to drainage system along Highway 60 right-of-way, which is not maintained by the Township.

The rural culvert systems are typically constructed of corrugated steel pipe (CSP) or HDPE material types.

The Township's stormwater system currently does not include any of the following types of assets:

- lateral connections to properties; and
- culvert structures 3 m in diameter and larger (responsibility of the County).

For future asset management purposes, it is recommended that the Township establish and maintain an inventory related to the stormwater infrastructure, including type, size, location of the infrastructure. While establishing the inventory, newly constructed assets should be added, and where possible existing infrastructure can be inventoried (noting that it is an estimation, such as measuring lengths of existing infrastructure).

3.1.1 Replacement Cost

Replacement costs for the stormwater infrastructure are typically estimated at time of required works as part of the road works projects, as stormwater replacements and works are typically incorporated within roads projects. Replacement of stormwater assets is typically undertaken as part of road works. If replacements continue to occur as part of larger works, there may be efficiencies in costing.

There are limitations in developing a replacement unit cost for valuations, due to the variability in construction conditions of the stormwater assets. In determining a replacement cost, the size,

length, material and depth of the asset must be considered. As these factors vary significantly across the Town's stormwater assets (depending on location and topography), similarly the replacement costs will also be variable. Replacement costs should be reviewed on a case by case basis according to the requirements of the stormwater infrastructure, with this typically being undertaken by the Township in conjunction with adjacent road works projects.

As the Township continues to expand the stormwater database, replacement costs may be estimated and tracked based on recent tender information or typical material unit costs in the region. Estimating the replacement cost of all stormwater assets is not possible at this time due to the limitations in inventory.

3.1.1.1 Catchbasins

As part of the 2018 AMP, the Township projected a replacement cost of \$7,000 per catchbasin. Assuming an inflation of 3% per year, these values have been inflated to reflect a 2022 value. It is assumed that the replacement cost for a catchbasin asset is \$7,880. The current replacement cost for all catchbasin assets is \$236,400.

3.1.2 Average Age

The rural system (ditching and culverts) have installation dates preceding amalgamation of the Township. Records of assets do not extend back this far, and therefore determination of the average age of assets is not possible. As assets are replaced, the Township can improve age-based record keeping.

3.1.3 Expected Useful Life

The expected useful life of the stormwater assets can be used to estimate the replacement schedule and condition of the infrastructure. A summary of typical expected useful lives for materials used in stormwater assets is in **Table 3-1**. These represent typical values for the material, useful life of individual assets may vary depending on construction, ground conditions, and operations and maintenance activities for the asset.

Table 3-1: Expected Useful Life for Stormwater Pipe and Culvert Materials

Pipe Material Type	Expected Useful Life (years)
Concrete	90
CSP	25
HDPE	80
PVC	100

The ditching that forms part of the stormwater assets do not have an attributed expected useful life span, as they will continue to be useful as long as they are maintained to allow proper operation, and are sized adequately for the conveyance needs.

The expected useful life of catchbasins in the Township is approximately 40-50 years.

3.2 Condition – Stormwater

The Township does not currently have a program for assessing the condition of the stormwater assets on a routine basis. Due to limitations associated with asset inventory, the condition of the assets cannot be estimated at this time.

It is recommended that the Township undertake steps to populate an inventory of stormwater assets, including visual inspection to estimate the condition of the assets. Condition can be estimated by visual inspection by Township staff, or through more formalized programs such as third party assessments, or video-based assessments such as CCTV or Zoom camera assessment.

3.3 Current Levels of Service – Stormwater

Levels of service for stormwater assets are outlined in Table 3 of the regulation, *O.Reg. 588/17*. **Table 3-2** and **Table 3-3** outline the Township's current community and technical levels of service for stormwater assets.

Table 3-2: Community Levels of Service - Stormwater

LOS Parameter	Community Levels of Service O.Reg. 588/17 – Qualitative Description	Township Community LOS
Scope	Description, which may include maps, of the user groups or areas of the Municipality that are protected from flooding, including the extent of the protection provided by the municipal stormwater management system.	The stormwater management system in the Township is devised of a pipe network and drains, which provide conveyance of stormwater to protect properties. Stormwater assets are located alongside of the Township road network.

Table 3-3: Technical Levels of Service – Stormwater

LOS Parameter	Community Levels of Service O.Reg. 588/17 – Technical Metrics	Township Technical LOS
Scope	1. Percentage of properties in municipality resilient to a 100-year storm.	The percentage of properties in the Township that are resilient to a 100-year storm currently unknown. It is recommended that further studies be completed in the future in order to assess the LOS metric. Based on the topography and available outlet locations, it is expected that most properties will achieve resiliency to the 100-year storm. The township does not have recorded flooding complaints.

	2. Percentage of the municipal stormwater management system resilient to a 5-year storm.	The percentage of the municipal stormwater management system resilient to a 5-year storm is currently unknown. It is recommended that further studies be completed in the future in order to assess the LOS metric. Based on the topography and available outlet locations, it is expected that most properties will achieve resiliency to the 5-year storm. The township does not have recorded flooding complaints.
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3.4 Current Performance – Stormwater

Asset performance can provide relevant metrics against which the Township can gauge the performance of their assets. The performance measures for stormwater, and their current values are shown in **Table 3-4**.

Table 3-4: Stormwater Performance Measures

Asset Performance Measure	Township Performance
Total operating costs for stormwater services	Not currently tracked by the Township
Percentage of the community with stormwater quality and quantity control	To be established
Inspection frequency of catch basins	To be established

3.4.1 Catchbasins

A condition assessment was undertaken for catchbasin assets in 2018 as part of the AMP development. Each of the catchbasins was attributed a value on a scale of 1-10, where 10 represented the best case asset condition. The condition assessment undertaken on the 30 catchbasin assets in 2018 returned an average condition rating of 6.9.

The Township typically finds that a catchbasin will deteriorate from a condition score of 10 to a score of 2 in a timeframe of approximately 40-50 years.

Assuming an expected useful life of 50 years and a linear deterioration of the asset during the lifespan, the present day (2021) condition was estimated for the assets. The average condition rating for the 30 assets is 6.3.

3.5 Risk Assessment – Stormwater

The risk ratings for the stormwater assets followed the risk methodology and approach, presented in **Section 1.3**, and the assumptions and criteria listed below.

Condition: Determined based on estimated condition (using typical useful and age to calculate remaining life) and any known condition information included in data

Performance: Assumed to be usually reliable (value of 2)

Climate Change: Assumed a value of 3 – assets vulnerable to climate change, however sizing and topography of Township mitigate some flooding concerns. Currently undergoing work on stormwater assets to improve resiliency (cleaning, replacing, inventory).

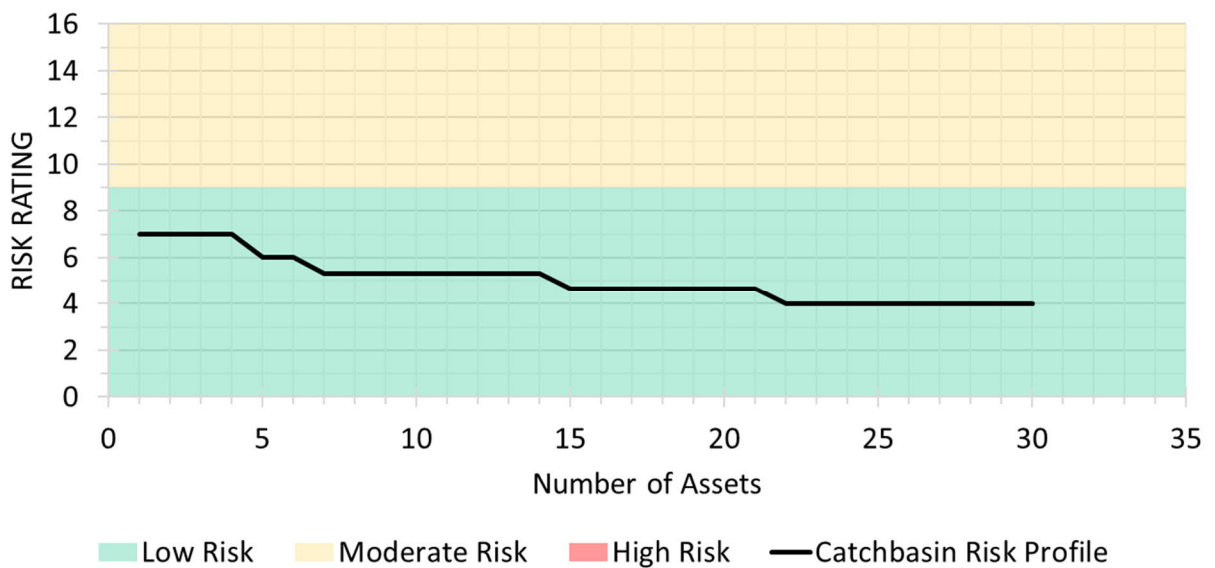
Impact: Moderate impact (value of 1)

Importance: Moderate importance (value of 2)

Low importance (value of 1) for Douglas Hamlet catchbasins

Due to the limitations in inventory, the risk assessment could be completed only for the catchbasin assets. The risk profile for these assets is shown in **Figure 3-1**.

Figure 3-1: Risk Profile for Catchbasin Assets



All of the catchbasin assets are within the Low Risk zone, with the highest risk score at 7.

3.6 Lifecycle Activities – Stormwater

The lifecycle activities employed throughout the lifecycle of an asset will vary depending on the type of asset. The expected lifecycle activities to be used on the Township assets are as follows:

3.6.1 Construction Activities

Construction of new assets is recommended to be in line with recommendations as part of growth, master plan, or other municipal strategies. The design of the new assets should be consistent with jurisdictional design requirements, including provincial design guidelines, local and conservation authority requirements. New construction of assets will occur where no stormwater infrastructure is existing, or as part of road reconstruction works where existing

infrastructure is being replaced. The risk associated with new construction includes the high cost of brand new assets, and capacity for treatment and outlet of the stormwater flows.

Construction can also be the replacement of deteriorated assets. At the end of the useful life of an asset, it can be replaced for continuation of service provision. At the time of replacement, design should be undertaken to ensure design requirements are met, and adequate capacity is provided for current and future projections.

3.6.2 Maintenance Activities

Maintenance activities are undertaken on the assets throughout their useful life to maintain their operating condition and performance. Catchbasins are maintained through routine clean outs. There exists the risk that a maintenance activity may be implemented that does not adequately mitigate a performance or condition issue, and additional costs are then required for further repair or replacement.

3.6.3 Renewal Activities

Renewal of the stormwater assets pertains primarily to the pipe assets, and can include structural or non-structural lining. A lining can be used where the condition has deteriorated, however structurally the pipe segment is still sound. A lining can extend the useful life of an asset and improve performance. Risks associated with lining of a pipe include the improper installation of the pipe or continued deterioration of the original pipe such that the lining does not perform as expected.

3.6.4 Operating Activities

Operating activities for the stormwater assets include those activities that do not directly deal with the physical state of the pipe, but work to extend the assets useful life. The operating activities can include non-infrastructure policies, and monitoring/ inspection of the assets. The inspection of stormwater assets can be undertaken through a condition assessment program, either through visual inspection or camera technology (CCTV or zoom camera) where appropriate. Usage of the zoom camera technology has the risk of insufficient visual detail to make appropriate activity decisions.

3.6.5 Decommissioning Activities

Decommissioning activities of the stormwater assets includes abandonment or replacement of the asset at the end of its useful life. While typically assets are abandoned in place, the removal of the expended asset can provide additional space for new underground assets to be constructed.

3.7 Asset Management Strategy – Stormwater

The asset management strategy for the storm sewers in the Township will employ the lifecycle activities to maximize the useful life and economy of each asset.

The current strategy at the Township is to allow the stormwater assets to degrade to the point of failure, then reconstructing as part of road reconstruction works. Stormwater works are typically not undertaken as individual works, and as such are sometimes replaced prior to reaching the point of failure as it coincides with required adjacent road works.

The Township's intention is to continue to address stormwater assets in this method, combined with road works. The stormwater assets and requirements are considered a subcomponent and requirement when undertaking road works, including undertaking sizing exercises

The typical strategy for replacement of existing assets is replacement of with the same size of asset (pipe or culvert). Change in service requirement at the particular location (change in topography or drainage patterns) may require a change in size of asset, however this will be determined during the design process as part of the road works project.

Similarly, existing infrastructure will typically be replaced with like material, including concrete, CSP or plastic material, depending on the particular application. Where conditions and best practices allow, the existing asset will be replaced with a like material.

The condition, a major factor in the asset management strategy, should be established to assist in decision making. The Township should establish/ maintain a condition assessment program for the storm sewers. The recommendation is to use visual inspection facilitated by Township staff, CCTV or Zoom camera inspection. A typical practice is to undertake assessment of 1/5 to 1/3 of the assets annually, such that each pipe gets reviewed on a 3 to 5 year basis.

When the condition of the asset has degraded such that an intervention is required, it is recommended that maintenance be reviewed as the first opportunity to extend the useful life. Maintenance works can include localized repair work, or relining of a pipe segment. Because of the non-intrusive nature of conducting relining, it can be done on an individual pipe segment at a time, or to localized repairs.

When the condition of the asset has degraded such that maintenance is no longer an appropriate activity, the segment can and should be reconstructed. The Township should follow best practices and applicable design guidelines when designing the reconstruction works. Assets at the end of their useful life should be abandoned in place or removed.

A summary of the pipe condition and associated lifecycle activity is provided in **Table 3-5**. Note that condition assessment should be undertaken on a routine basis throughout the lifecycle of the asset, and other factors should be considered when selecting a lifecycle activity.

Table 3-5: Storm Sewer Lifecycle Activities and Condition Ranges

Condition Range	Lifecycle Activity Category	Lifecycle Activity
1-0.60	Maintenance	Maintenance Works (cleaning, flushing) Manhole repairs Small pipe section repairs
0.60-0.35	Rehabilitation	Localized repairs Structural relining
0.35-0	Reconstruction	Pipe replacement or abandonment

Current best practices suggest that that reconstruction and new construction works on the assets will be done using PVC material for pipes that are 400 mm in diameter or less, and concrete material for sizes larger than 400 mm diameter.

Note that storm sewer and culvert assets that are located or are part of a municipal drain may require additional steps or processes for lifecycle management.

3.7.1 Catchbasins

The Township has a more full strategy specific to the catchbasin assets, which includes tracking of inventory, condition, and estimates for replacement and costs.

The condition of the catchbasins was assessed as part of the 2018 AMP. The assets were assigned a condition rating on a scale of 1 to 10 (where 10 is the best case) based on visual assessment of existing structural condition. The results of the condition assessments was used to forecast replacement needs., specifically identifying the assets with a condition rating of 3 or less to be replaced within a forecasted 5 year timeframe. The Township's current strategy is that each catchbasin is to be replaced before it deteriorates past a condition rating of 3.

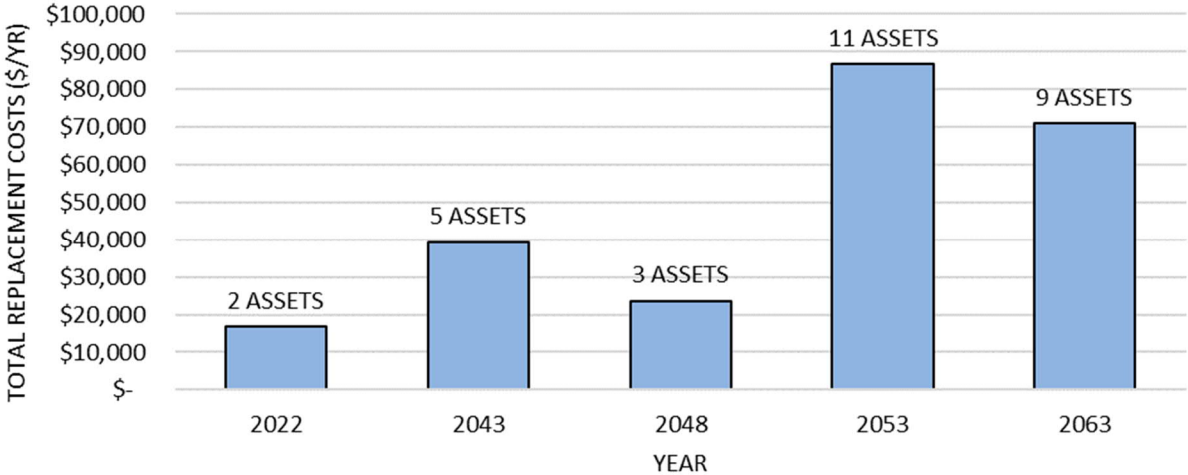
The Township should continue to monitor and assess the condition of the catchbasins on a regular basis to understand the rate of deterioration of the structures, and to continue to update the 5-year replacement forecast on an ongoing basis.

In addition to the condition assessment program and replacement forecasting, the Township also has a routine maintenance program in place for the catchbasins, including routine cleanouts. The per asset cost for this maintenance program (over a year timeframe) is \$1,200.

Replacement of the catchbasins are recommended based on results of condition assessment undertaken by the Township. The Township has previously undertaken a review of condition, based on which an estimation of replacement schedule was developed. Initially developed in 2018, the schedule forecasted a 50 year replacement schedule, with replacements occurring on 2, 15, 20, 35 and 45 year timelines. Assuming the condition of the assets has degraded at the expected rate, the projected works schedule remains.

The works projection was updated to reflect 2022 unit costs, and is shown in **Figure 3-2**.

Figure 3-2: Replacement Profile for Catchbasin Assets



The projection made in 2018 included 2 catchbasin assets for replacement in 2020. The inflated cost for those assets is just over \$16,000, and if not already replaced, are recommended to be replaced as soon as funding is available (and are accordingly shown for replacement in 2022).

The projection above is subject to change based on the field conditions of the assets. As condition is assessed on the existing assets, the projections above can be adjusted to reflect any variances in expected useful lives.

Further, in years 2053 and 2063, larger investments are expected to be incurred to replace catchbasin assets. The Township can evaluate the preferred method of replacing those assets, considering any changes in projected condition, and available funding, perhaps extending or shortening useful life to spread out replacement across multiple years thereby reducing the peak investment in those particular years.

4.0 Facilities and Buildings

4.1 State of Local Infrastructure

Municipal buildings provide a variety of services for the Township. This asset category includes buildings that are both accessible and inaccessible to the public and aid in service delivery related to a number of municipal departments. The Township owns and maintains 11 municipal buildings, including a variety of building types. They are summarized in **Table 4-1**.

Table 4-1: Municipal Buildings by Type

Building Type	Number of Buildings
Office	1
Garages	2
Recreation & Community Buildings	3
Salt Domes	2
Landfill	1
Historical Building	1
Fire Hall	1

A summary of the current state of building assets is in **Table 4-2**. This table provides detail regarding replacement cost and age of building assets, descriptions of which are included in the following sections.

Table 4-2: Building Asset Current State Summary

Building Asset	Total Area (sq.m.)	2022 Replacement Cost	Age (years)
Municipal Office	420	\$18,907,870	48
Stone Road Garage	368	\$6,047,315	48
Stone Road Salt Dome	21	\$2,722,662	42
ARC Building	55	\$90,755	12
Fire Hall	93	\$60,504	N/A
Douglas Recreation Complex	81	\$3,023,919	165
Osceola Historical Building	242	\$10,591,825	N/A
Osceola Landfill Building	187	\$30,252	42
Cobden Road Garage	368	\$3,549,841	N/A
Cobden Road Salt Dome	21	\$1,853,713	N/A
Barr Line Community Centre	223	\$2,096,791	22

4.1.1 Replacement Cost

The Township maintains records of replacement costs for their buildings and facilities. To estimate the replacement cost of the buildings in current value, the costs were inflated by 3% since the date of the supplied cost.

The total replacement cost for all of the Township's buildings is \$7,265,600.

4.1.2 Average Age

The age of some buildings and facilities are tracked by the Township. The average age of the buildings with known years of construction is 54 years, including the Osceola Historical Building which has an age of 165 years, having been constructed in 1857. There are four buildings with an unknown construction year.

The Municipal Office underwent renovation in 2010, therefore some of the componentry in the asset will be less than its listed age of 48 years.

4.1.3 Expected Useful Life

The Township does not currently track the expected useful life of the buildings. The Township can track the expected useful life on a full asset level, or by componentry.

The Township does track condition, which may be used as an alternative to expected useful life in estimating the stage in and requirements of the assets lifecycle.

4.2 Current Levels of Service – Facilities and Buildings

Levels of service for building assets are not defined in the regulation, O. Reg. 588/17 as buildings are not considered core assets. As such, level of services have been devised based on the content of the regulation, in consultation with the Township. **Table 4-3** and **Table 4-4** outline the Township's current community and technical levels of service for buildings.

Table 4-3: Community Levels of Service - Facility and Building Assets

LOS Parameter	Community Levels of Service – Qualitative Description	Township Community LOS
Scope	Description, which may include maps of buildings and facilities	The facility and building assets are located across the Township. A summary of building locations can be found in Table 4-5 .
Quality	Overall condition rating of buildings and facilities	The overall average condition of the building assets is 2.4, or Good to Fair.
	Description of hours of operation and available services	<ul style="list-style-type: none"> • Fire Services are available 365 days a year, 24 hours a day, 7 days a week • Administrative offices are available during business hours Monday-Friday 8:00 am-4:00 pm • Roads facilities are accessible by staff only

		<ul style="list-style-type: none"> Recreation facilities are available seasonally or rental basis.
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Table 4-4: Technical Levels of Service - Facility and Building Assets

LOS Parameter	Technical Levels of Service – Technical Metric Description	Township Technical LOS
Scope	Number of facilities per capita	<ul style="list-style-type: none"> Offices (1): 1 per 2844 people Garages (2): 1 per 1422 people Salt Domes (2): 1 per 1422 people Recreation & Community Buildings (4): 1 per 711 people Fire Hall (1): 1 per 2844 people Landfill Building (1): 1 per 2844 people
	Size of buildings (square footage)	Shown in Table 4-5 below.
Quality	Compliance with legal/regulatory/local standards	<p>The quality of Buildings and Facilities include the following legal, regulatory and local standards for the services provided:</p> <ul style="list-style-type: none"> Accessibility (AODA Standards) Health and safety Facilities on their own water system must be operated to meet MOE drinking water quality standards Buildings must be in compliance with Ontario Building Code.

Table 4-5: Location and Size of Facility and Building Assets

Township Facility or Building	Location (Address)	Total Area (sq.m)
Municipal Office	477 Stone Road, Admaston/Bromley	420
Stone Road Garage	477 Stone Road, Admaston/Bromley	368
Stone Road Salt Dome	477 Stone Road, Admaston/Bromley	21
ARC Building	182 Stone Road, Admaston/Bromley	55
Fire Hall	5226 Queen Street, Admaston/Bromley	187
Douglas Recreation Complex	5366 Highway 60, Admaston/Bromley	223
Osceola Historical Building	498 Micksburg Road, Admaston/Bromley	81
Osceola Landfill Building	166 Pit Road, Admaston/Bromley	93
Cobden Road Garage	1239 Cobden Road, Admaston/Bromley	368
Cobden Road Salt Dome	1239 Cobden Road, Admaston/Bromley	21
Barr Line Community Centre	1766 Barr Line, Admaston/Bromley	242

4.3 Current Performance – Facilities and Buildings

The Township has previously identified performance measures through which their facilities and buildings assets can be measured, as part of development of the 2018 AMP. The performance measures fit within financial, quality and management categories. Additional quality measures have been added to build on performance definitions for the Township. The performance measures for Facilities and Buildings, and their current values are shown in **Table 4-6**.

Table 4-6: Facilities and Buildings Performance Measures

Performance Category	Asset Performance Measure	Current Value
Financial	% annual (+) change in net book value of municipal facilities	Reported annually in performance report
Quality	% of facilities at a condition rating of 6 or better	Reported annually in performance report
Management	% of rehabilitation projects completed on time and within budget	Reported annually in performance report
Quality	Communications connectivity at Township facilities	Township to set target value and track regularly

Performance ratings were also undertaken on individual building and facilities components and subcomponents as part of the condition assessment. The performance ratings considered reliability of the buildings, and are summarized in the following section.

4.4 Condition – Facilities and Buildings

The condition of the facilities and building assets were determined through condition assessments that took place during a site visit by a Dillon Consulting assessment team. Each buildings various components were assessed. The components can be broken up into three main building categories; mechanical/electrical, architectural/structural, and site/civil. Each component was given a condition rating and a performance rating. The condition rating measured the current condition of the component while the performance rating measured the reliability of the component. The overall condition of each facility was estimated by averaging the condition of each inspected component that make up each facility. The overall performance of each asset was also determined in the same manor. A condition descriptor and numerical value (on a scale from 1-5) were attributed for each of the assets' components based on the observed condition found during the assessments, according to the scale listed in **Table 4-7**.

Table 4-7: Condition Descriptors for Facility and Building Assets

Condition/Performance Descriptor	Condition/Performance Value
Very Good	1
Good	2
Fair	3
Poor	4
Very Poor	5

Using the method described above, the distribution of asset conditions shown in **Table 4-8** were found.

Table 4-8: Average Facility and Building Asset Conditions and Performance

Township Facility or Building	No. of Components	Current Average Performance	Current Average Condition
Municipal Office	96	1.1	2.1
Stone Road Garage	75	1.3	2.3
Stone Road Salt Dome	11	1.0	2.3
ARC Building	44	1.3	2.3
Fire Hall	78	1.2	2.3
Douglas Recreation Complex	72	1.3	2.4
Osceola Historical Building	25	1.2	2.8
Osceola Landfill Building Site Sub-Components: Main Landfill Building Landfill Weigh House	28	1.2	2.4
Cobden Road Garage Site Sub-Components: Main Garage Building Salt Storage Building Storage Building 1 Storage Building 2	53	1.1	2.4
Cobden Road Salt Dome	2	1.0	2.5
Barr Line Community Centre	68	1.2	2.2
AVERAGE	50	1.2	2.4

Note that some facilities have accessory buildings that make up the entire site. For these assets, Osceola Landfill Building and Cobden Road Garage, the total average condition and performance of all site features is provided.

The Township's facilities and buildings were found to have an average performance of 1.2 (Very Good to Good) and an average condition of 2.4 (Good to Fair).

4.5 Risk Assessment – Facilities and Buildings

The risk ratings for the facility and building assets followed the risk methodology and approach, presented in **Section 1.3**, and the assumptions and criteria listed below.

Condition: Determined based on results of field work

Performance: Assumed to be always reliable (value of 1)

Climate Change: Assumed a value of 3 (Limited impact with slower recovery; mitigation plan not in place)
Mitigation plans being devised for these assets.

Impact: High impact (value of 2) for Fire Hall, Township office, roads Garages, Landfill (Osceola)

Moderate impact (value of 1) for all other facilities

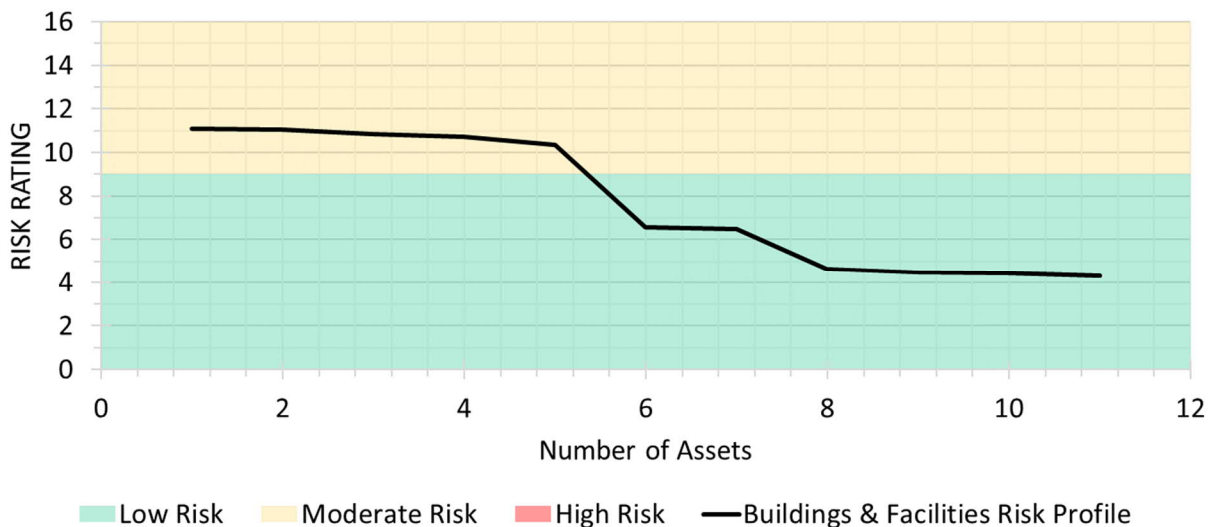
Importance: High importance (value of 3) for Fire Hall, Township Office, Roads Garages, Landfill (Osceola)

Moderate importance (value of 2) for Transfer Sites (Stone Road & Douglas) and other buildings

Low importance (value of 1) for Barr Line Community and recreation assets

The risk profile for facility and building assets is shown in **Figure 4-1**.

Figure 4-1: Risk Profile for Facility and Building Assets



Five of the assets fell within the moderate risk range, with the maximum risk score at 11 (for all 5 of the assets assets). The remaining 6 assets were within the low risk zone.

4.6 Lifecycle Activities – Facilities and Buildings

The following section describes the lifecycle activities that can be implemented within the asset management strategy for building assets. Note that, as previously discussed, building assets refers to the entirety of the asset which is made up of varying component systems depending on the use of the building. The primary lifecycle activities include construction, maintenance, renewal, and decommissioning/ disposal.

4.6.1 Construction Activities

The start of a building asset lifecycle is its construction. The building should be constructed to adhere with the requirements of the Ontario Building code, and any and all other applicable regional codes and requirements for the building and its use. Each building should be designed and constructed to provide the services for which it is intended.

4.6.2 Maintenance Activities

Throughout the full lifecycle of a building, the majority of the expected lifecycle activities to be undertaken will be maintenance works. Maintenance activities can be used to improve the level of service of an asset (or component), or to maintain it. Activities that fall under the maintenance category can be varied by response type and scale of maintenance requirements. Activities can be required through routine maintenance works, response to poor condition or performance, or on an emergency basis. In general, the expected types of maintenance activities within the lifecycle of a building include:

- Preventative maintenance
 - This type of maintenance activity is undertaken to prevent failure or poor performance of a building asset component. Preventative maintenance works can be undertaken on an ad-hoc basis based on knowledge of condition, or be undertaken according to a maintenance schedule. Manufacturer directives and condition assessments should assist in determining frequency of preventative maintenance activities.
- Reactive maintenance
 - This type of maintenance activity is undertaken in response to an issue or fault in the building or component systems, on an ad-hoc basis. Scale of reactive maintenance works will be variable depending on the system and type of failure or decrease in level of service.
- Major maintenance (replacement)
 - This type of maintenance activity is undertaken in response to a component which is no longer able to provide adequate level of service. Major maintenance (replacement) will be undertaken for one or more components of a building asset. Major maintenance works can be preventative (in anticipation of end of service life of a component), or in response to a system failure.

4.6.3 Renewal Activities

Renewal works can be used to update a building asset for modernization, to achieve compliance with updated codes and requirements, to expand on an existing building, or to renovate to suit changes to services provided. Renovation works can include:

- Addition of new components to an existing building asset
 - New components can be added to an existing building with the existing building largely unchanged.
- Updating of existing components
 - Updating of existing components can prolong the expected lifespan of a building asset.

4.6.4 Decommissioning/ Disposal Activities

Disposal activities can include the removal from service of a building, or a portion of a building and components. Disposal activities should be conducted such that health and safety and environmental protocols are being followed, and spent materials are disposed of at appropriate or approved facility.

Disposal activities can also include removal of the building from the Township building portfolio through sale of property, if it is no longer required for service delivery.

4.7 Asset Management Strategy – Facilities and Buildings

The asset management strategy for facilities and building assets will maximize the lifecycle of the assets where appropriate, in consideration of specific needs of the Township and existing infrastructure.

The Township's asset management strategy for buildings relies on building condition assessments to establish the current state of the assets (including information such as age, condition and performance), and to establish recommended works and associated timeframes. Recent building condition assessments have been completed by a third party consultant and have consisted of non-intrusive visual inspection of the buildings and componentry. The usage of such assessments for complex building assets can provide the Township reliable and repeatable condition information and projections that can be used for capital planning and asset management.

The Township should continue to procure detailed building condition assessments at a sufficient frequency to have ongoing understanding of the condition and required works at the building assets, suggested to be every 5 years. These reports can be used to inform a maintenance schedule and capital works schedule, and to understand forecasting of asset improvements. If it is not possible to complete assessment of all buildings on a routine basis, priority buildings for the condition assessment program are suggested to be identified by the presented risk assessment, condition and performance measures. Buildings with high risk or poor condition/performance components should be prioritized in the condition assessment program. Where building assessments have not been conducted (on less complex building assets and

structures), the Township could consider adding these to the scope of the building condition assessments, or undertake simplified assessments on a regular basis through visual inspection by Township staff.

In general, the building assets were found to be in good condition and performing adequately to provide the intended services. The Township's strategy should maintain (or improve where appropriate) the condition and performance adequately to provide the intended services. An industry standard of 2% of the current portfolio replacement value is recommended as a minimum annual investment into capital projects for major maintenance (replacement) and renewal activities, however specific works recommendations within building condition reports will provide a more tailored understanding of the Township's recommended annual investment.

Implementation of the lifecycle activities for the building assets will vary across the assets, according to the components, condition, and services provided.

Routine maintenance schedules are assumed to be in place currently, and are recommended to continue assuming that they are currently providing sufficient level of maintenance.

Maintenance works can include preventative maintenance, reactive maintenance (in the event that there is an issue), or major maintenance which can include the replacement of a component.

Renewal works are required when routine maintenance is insufficient to address an issue. Renewal can include update of a building asset for modernization, to achieve compliance with updated codes and requirements, to expand on an existing building (in response to service delivery change to accommodate growth), or to renovate to suit changes to services provided.

Reconstruction works are undertaken when an asset has reached the end of its useful life. The Township should consider on a case-by-case basis if the asset is to be reconstructed to a similar level of service as was existing, if modifications need to be made to support current and future service delivery. This could include changes to the facility to accommodate new service delivery, accommodate growth requirements, changes to square footage, or changes based on accessibility.

Management of building assets should also include climate change considerations, in new construction, maintenance or renewal lifecycle activities. Assessment should be undertaken to understand vulnerability of building assets to a changing climate, which will inform lifecycle activity requirements, and potential changes to the way lifecycle activities are undertaken.

The Township should continuously audit asset data to ensure information is current. It is suggested that additional classifications be implemented to clearly identify the lifecycle activities implemented for building components.

5.0 Fleet

5.1 State of Local Infrastructure

A summary of road details by surface type can be seen in **Table 5-1**.

Table 5-1: Current State Summary of Fleet

Department	No. of Assets	Average Age	Replacement Cost	Average Amortization Period	Average % Remaining
Fire	4	19	\$ 1,060,800	19	8.1%
Waste	2	9	\$ 128,600	7.5	-25.0%
Roads	15	10	\$ 2,247,100	14	21.5%

5.1.1 Replacement Cost

The individual replacement costs per fleet asset varies due to the difference in types of fleet assets used and maintained by the Township. For an understanding of future replacement costs of the fleet assets the historical cost of each asset has been inflated by a value of 3%, compounded annually since the acquisition date for an expected present day cost.

The total projected replacement cost of the fleet assets in 2022 is \$3,436,500

5.1.2 Average Age

Admaston Bromley has 21 vehicles in its fleet, with an average age of 12 years, with the oldest having been acquired in 1986, and the newest in 2021.

5.1.3 Expected Useful Life

The expected useful life of the fleet assets is measured at the Township by the amortization period for the purchase of the asset, estimating the replacement year of the asset at the end of its amortization period. The useful life of the fleet assets is expected to vary across each asset based on the type, frequency of usage, etc.

Several assets are past their expected useful life (amortization period), which is reflected in the average remaining useful life for Waste vehicles being negative. Additionally, one of the fire vehicles, a Ford LTC, did not have an expected replacement year.

While the amortization period may provide an adequate estimation of the life of an asset (and a period may be specifically selected based on how long an asset is expected to be useful), the Township may also consider tracking an expected useful life related strictly to condition and performance of an asset, without tying to the financial aspects. This may be determined by experience at the Township, as well as manufacturers' recommendations.

Five vehicles are currently beyond their expected useful life. Of the vehicles not yet at past their year of replacement, there is an average 43% remaining useful life.

5.2 Condition – Fleet

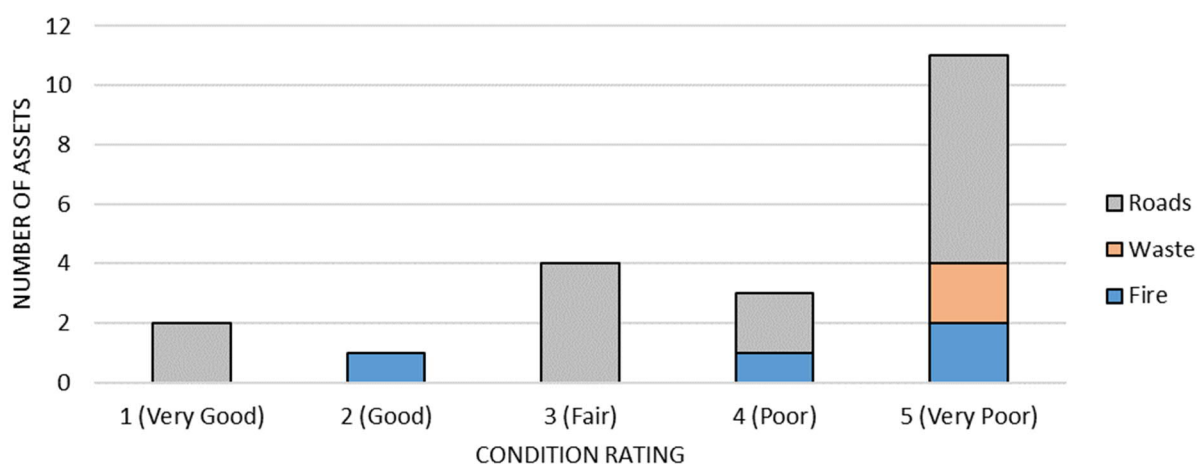
The condition of the fleet assets were estimated using the percentage of useful life remaining (found through comparison of the asset's age and expected useful life). A condition descriptor and numerical value (on a scale from 1-5) were attributed for each of the assets based on the percentage of useful life remaining, according to the scale listed in **Table 5-2**.

Table 5-2: Condition Descriptors for Fleet Assets

Useful Life Remaining	Condition Descriptor	Condition Rating Value
>= 80%	Very Good	1
60 to 79%	Good	2
40 to 59%	Fair	3
20 to 39%	Poor	4
<20%	Very Poor	5

Using these assumptions, the distribution of asset conditions shown in **Table 5-1** were found.

Figure 5-1: Condition Distribution of Fleet Assets



The average fleet condition rating is 4.0, or approximately “poor”.

The condition ratings discussed within this section are theoretical according to asset age, however the Township has opportunities to assess the actual condition going forward, which can refine the useful life remaining and therefore the replacement timing and funding requirements. The Township can use actual data for the fleet assets, such as odometer readings (assessed based on kilometerage ranges, perhaps specific to the type of vehicle and its purpose), or maintenance records (making note of fleet vehicles where frequent or major maintenance works have been required).

5.3 Current Levels of Service – Fleet

Levels of service for fleet assets are not defined in the regulation, O. Reg. 588/17 as fleet are not considered core assets. As such, level of services have been devised based on the content of the regulation, in consultation with the Township. **Table 5-3** and **Table 5-4** outline the Township’s current community and technical levels of service for fleet.

Table 5-3: Community Levels of Service - Fleet Assets

LOS Parameter	Community Levels of Service – Qualitative Description	Township Community LOS
Scope	Description, which may include maps of locations where fleet and equipment are stored	Storage facilities for fleet assets are located across the Township. The storage location is dependent on the type of equipment. Storage locations include: <ul style="list-style-type: none"> • Stone Road Garage • Cobden Road Garage • Fire Hall • Osceola Landfill Building
Quality	Description of fleet and equipment condition (i.e. maintained in ‘good’ or better condition in order to provide reliability)	Average condition of 4 out of 5, where 5 represents an asset in very poor condition.

Table 5-4: Technical Levels of Service - Fleet Assets

LOS Parameter	Technical Levels of Service – Technical Metric Description	Township Technical LOS
Scope	Provide breakdown of number of fleet by department providing service compared to the size of the community (geography or population)	The number of fleet assets is provided in Table 5-5 below, by department and as compared to the size of the community.
Quality	Legal/regulatory/local standards	The fleet assets must adhere to applicable legal, regulatory and local standards, including: <ul style="list-style-type: none"> • Equipment in vehicle must meet Ontario Provincial Equipment Standards • Manufacturer’s recommendations or maintenance and life expectancy on equipment

		<ul style="list-style-type: none"> • Ambulances based on call volume and kilometres travelled • Vehicle/equipment preventative maintenance program • Vehicle maintenance, safety • Driver training, equipment functioning (negligence, risk management).
--	--	--

Table 5-5: Fleet Assets by Area and Population

Department	Number of Assets	Number of Vehicles per km ²	Number of Vehicles per Population
Fire	4	1 vehicle per 131 km ²	1 vehicle per 599 persons
Waste	2	1 vehicle per 262 km ²	1 vehicle per 1,198 persons
Roads	15	1 vehicle per 35 km ²	1 vehicle per 160 persons

Note: area and population values used in the above are consistent with those presented in the Growth chapter.

5.4 Current Performance – Fleet

The Township has previously identified performance measures through which their roads assets can be measured, as part of development of the 2018 AMP. The performance measures fit within financial, quality and management categories. Additional quality measures have been added to build on performance definitions for the Township. The performance measures for Roads, and their current values are shown in **Table 5-6**.

Table 5-6: Fleet Performance Measures

Performance Category	Asset Performance Measure	Current Value
Financial	% annual (+) change in net book value of equipment	Reported annually in performance report
Quality	% of equipment with 60% remaining life	Reported annually in performance report
Management	% of capital plan purchases completed on time and within budget	Reported annually in performance report
Quality	Cost per instance of required repair and maintenance	To be tracked by the Township
Quality	Total operating cost throughout lifecycle of the asset	To be tracked by the Township
Quality	Downtime per vehicle throughout lifecycle of the asset	To be tracked by the Township

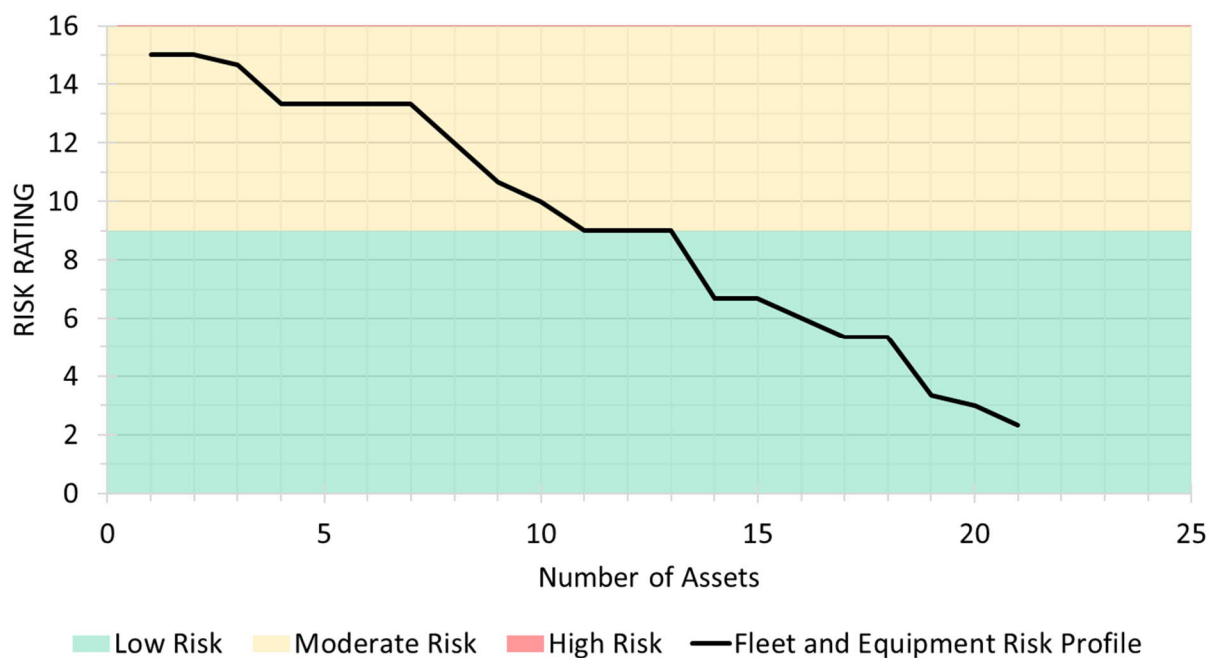
5.5 Risk Assessment – Fleet

The risk ratings for the fleet assets followed the risk methodology and approach, presented in **Section 1.3**, and the assumptions and criteria listed below.

- Condition:* Determined based on estimated condition (age-based deterioration)
- Performance:* Reliability rating tracked and provided by the Township (1-5 scale).
- Climate Change:* Assumed a value of 1 (Limited impact with slower recovery; mitigation plan not in place)
- Impact:* Assumed based on the Township’s Usage ratings, according to:
- Low impact (value of 0) for usage ratings of 0, 1 where 1 represents “Used only a few times a year”
 - Moderate impact (value of 1) for usage ratings 2, 3 where 3 represents “Used a few times a month”
 - High impact (value of 2) for usage ratings 4, 5 where 5 represents “Used every day”
- Where usage rating was not provided, a moderate impact (value of 1) was assumed.
- Importance:* Fleet importance by asset type is according to:
- High importance (value of 3) for Snowplows, grader, backhoe, fire fleet
 - Moderate importance (value of 2) for compactor truck
 - Low importance (value of 1) for ½ ton trucks without plow, all other vehicles and equipment.

The risk profile for fleet assets is shown in **Figure 5-2**.

Figure 5-2: Risk Profile for Fleet and Equipment Assets



Ten of the assets fell within the moderate risk range, with the maximum risk score at 15 (for 2 assets). The remaining 11 assets were within the low risk zone.

5.6 Lifecycle Activities – Fleet

In the lifecycle of a fleet asset, there are multiple activities that can be undertaken, depending on the asset attributes. The expected lifecycle activities to be used on the fleet assets include acquisition, maintenance, and operation and decommissioning/disposal.

5.6.1 Acquisition Activities

Acquisition of a fleet asset should consider the intended usage of the asset. Acquisition should be undertaken based on an understanding of the requirements of the asset for providing service delivery, and should follow municipal procurement procedures. Acquisition of an asset could be as a new purchase, or purchase of a used asset. Acquisition of a new asset can provide the Township with an asset in Very Good condition, however the condition of a used asset could vary.

Acquisition activities can also include direct replacement of existing fleet assets. When a fleet asset reaches the end of its useful life, and the asset is found to be adequate for providing service delivery required, the acquisition activity may be asset replacement.

5.6.2 Maintenance Activities

Maintenance activities will vary across the fleet assets due to the variability in type and usage of assets. The maintenance activities should be undertaken according to manufacturer specifications and as required to address condition and performance issues that arise through regular usage. Maintenance activities should include regular inspections of vehicle for condition, and recording of maintenance activities undertaken.

5.6.3 Decommissioning/Disposal Activities

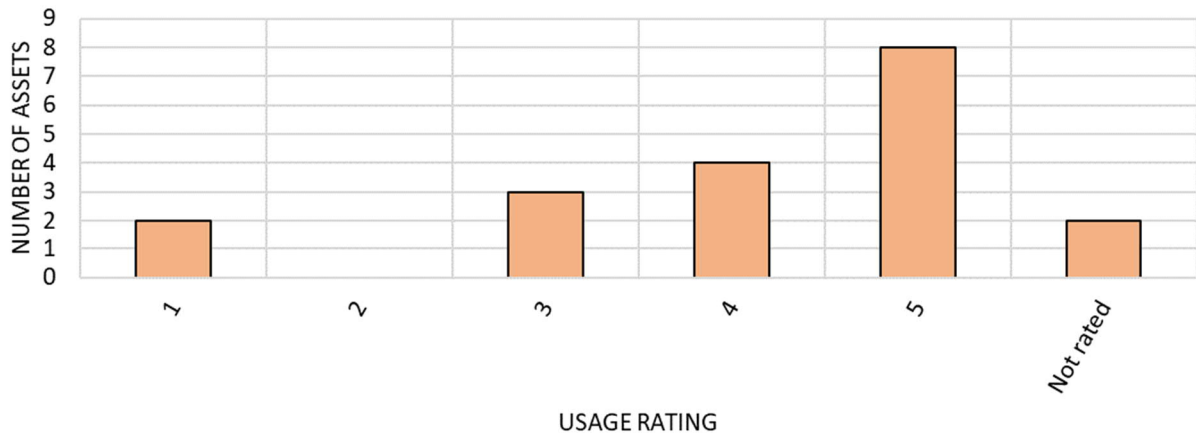
Disposal activities can include the removal from service through disposal, sale of asset or transfer of an asset to a different department. Disposal activities should be conducted such that health and safety protocols are being followed, and out of service assets are disposed of at appropriate or approved facility.

5.7 Asset Management Strategy – Fleet

The asset management strategy for the fleet assets seeks to use the lifecycle activities in a manner that will achieve cost-effective and sustainable management of the assets.

Generally, if acquired new, the assets will begin their expected useful life in very good condition and performance. Acquisition of a new asset should be in replacement of an existing asset at the end of its lifecycle, or where service delivery has dictated the need for additional assets. Where an acquisition is to replace an existing asset, the Township can estimate the expenditure for asset replacement by inflating the historical cost.

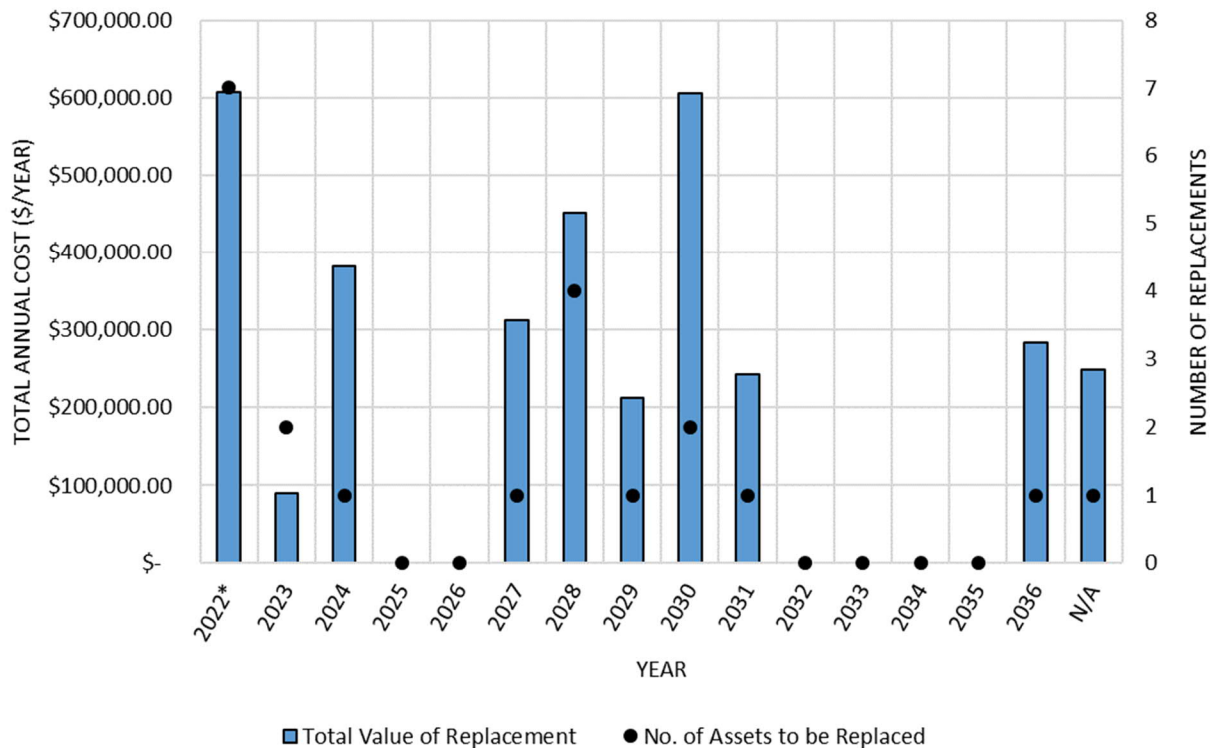
When considering replacement of an asset, the Township should consider how the asset is currently being used, if there are any opportunities to share assets across departments, or to adjust inventory to achieve the same service delivery using fewer or different assets. This can achieve some cost savings in the lifecycle of the assets. The Township currently assesses the usage of the assets on a 1-5 scale, where 1 represents an asset used a few times a year, 3 represents an asset used a few times a month, and 5 is an asset that is used every day. The majority of assets are used every day, or a value of 5. The distribution of usage values of the assets is shown in **Figure 5-3**.

Figure 5-3: Usage of Fleet Assets

Throughout the lifecycle of the assets, routine maintenance should be conducted. As required, specific maintenance should be conducted. The selection of appropriate maintenance activity and the required timing can be identified through observation of condition of the assets (daily inspection, maintenance reports, etc.), or in response to an issue. As an asset ages and approaches the end of its useful life, it is expected that the risk and maintenance costs associated with the asset will increase. There will be a point in the lifecycle where the risk and maintenance costs are such that replacement of the asset will be the preferred solution. This point will vary depending on the type of asset and the services delivered by each.

The Township currently allocates \$30,500 annually to address fleet maintenance costs (public works only).

The estimated annual replacement costs are shown in **Figure 5-4**.

Figure 5-4: Replacement for Fleet Assets

The average annual replacement value is approximately \$212,000, with a maximum of just under \$610,000 in both 2022 and 2030, and six years during which there are no expected replacements.

The total value of replacement for 2022 includes one asset which was originally slated for replacement in 2022 (at an approximate cost of \$282,000), and six additional assets which were identified for replacement in 2018-2020 (at an approximate replacement cost of \$325,000).

The replacement profile shown in the above figure is based on the amortization period of the assets, and does not include adjustments for condition. There are currently 8 fleet assets considered to be in 'very poor' condition. Of these 8, 7 were identified for replacement between 2018-2022 and are therefore represented in the total replacement value in the first year of the plan (2022), however the remaining asset (Freightliner MVC, Fire department asset) is considered in 'very poor' condition (based on theoretical deterioration) and is identified for replacement in 2024. As the assets in poorest condition have already been identified at the beginning of the program, there is not major adjustments expected to the replacement profile to account for condition, however, ongoing condition assessment of the fleet assets can assist the Township in updating and adjusting this going forward.

The replacement profile and strategy for the fleet assets can be based on the amortization period, as per current practices at the Township, which can provide a theoretical replacement profile for the assets. The profile can be further refined by incorporating adjustments to the

implementation timelines of lifecycle activities (maintenance, replacement, etc.) through consideration of (but not limited to):

- the risk score of the individual asset
- The usage rating, as tracked by the Township
- Actual condition information (odometer readings, physical inspections, maintenance, records, etc.)
- Performance of the asset, and ability of the asset to continue to provide the level of service required.

The needs and monitoring of asset condition will fall within each of the departments that use fleet assets.

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: August 4th, 2022
To: Council
From: Mitchell Ferguson
Re: Consent Application B180/21

Background:

A Consent application was submitted to the County of Renfrew to sever two (2) vacant residential lots that are both fifty-three (53) hectares, abutting Mount St. Patrick Road and Boudreau Road. In accordance with Sections 53(11) and 53(5)(a) of the Planning Act, the municipality is required to provide written comments regarding the severed and retained lands. The County of Renfrew development and property department have provided the Township with a consent planning report to provide Council and Staff with more information.

Financial Implications:

None at this time.

People Consulted:

County of Renfrew – Development and Property Department
Chief Building Official
Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B180/21 submitted by Kelly, Jane and Joshua Young so long as requirements of commenting agencies are satisfied.

original
#1

APPLICATION FOR CONSENT
Under Section 53 of the Planning Act

Please print and complete or (✓) appropriate box(es). Fields outlined in red are required fields to be completed
Black arrows (▶) denote prescribed information required under Ontario Regulation 197/96.

1. OWNER INFORMATION (Please use additional page for owners with different addresses.)			
▶ 1.1 Name of Owner(s): Kelly, Jane And Joshua Young			
Mailing Address:	Town/City:	Province:	Postal Code:
376a Mount St. Patrick Road	Renfrew	ON	K7V 3Z7
Telephone No.: (Home) (613) 433-3900	(Work)		(Fax)
Email Address: janeandkellyyoung@hotmail.com			
▶ 1.2 Name of Owner's Authorized Agent (if applicable):			
Mailing Address:	Town/City:	Province:	Postal Code:
		ON	
Telephone No.: (Home)	(Work)		(Fax)
Email Address:			
1.3 Please specify to whom all communications should be sent: Owner			
2. DESCRIPTION OF THE SUBJECT LAND (Severed and Retained) Complete applicable boxes in 2.1			
▶ 2.1 Municipality: Admaston/Bromley	Subdivision Lot(s) No.:		
Former Township: Admaston	Subdivision Plan No.:		
Lot(s) No.: 4 and 5	Part(s) No.:		
Concession: 15	Reference Plan No.: 49R-		
Civic Address of subject lands/Road Name:			
Boudreau Road.			
▶ 2.2 Are there any existing easements or restrictive covenants affecting the subject land? Yes If Yes, describe each easement or covenant and its effect.			
right of way on retained property (shared driveway)			
3. PURPOSE OF THIS APPLICATION			
▶ 3.1 Type and purpose of proposed transaction (✓ appropriate box):			
<input checked="" type="checkbox"/> Creation of a New Lot	<input type="checkbox"/> Lot Addition/Lot Line Adjustment (see also 3.3)	<input type="checkbox"/> Create Easement/Right-of-Way	<input type="checkbox"/> A Charge/Mortgage
<input type="checkbox"/> A Lease	<input type="checkbox"/> A Correction of Title	<input type="checkbox"/> Other (Please Specify)	
▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged:			
Kelly And Jane Young			

4. INFORMATION REGARDING THE LAND INTENDED TO BE SEVERED, THE LAND TO BE RETAINED AND THE LAND TO BE ADDED TO (if applicable)							
▶ 4.1 Dimensions		Severed	select measure- ment	Retained	select measure- ment	Lands being added to	select measure- ment
	Road Frontage	65.00	m	34.00	m		--
	Depth	539.00	m	275.00	m		--
	Area	53.0000	ha	6.0000	ha		--
▶ 4.2 Use of the property	Existing Use(s)	vacant land		single home dwelling			
	Proposed Use(s)	single home dwelling		single home dwelling			
▶ 4.3 Buildings or Structures	Existing	none		barn, garage plus 3 outbuildings			
	Proposed	single home dwelling with garage		same			
▶ 4.4 Official Plan Designation		rural residential		rural residential environmentally protected			
4.5 Current Zoning		rural residential		rural ,environ. prot			

▶ 4.6 Access (✓ appropriate space)		Severed	Retained	Lands being added to
	Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Municipal road, maintained all year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
County road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crown road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other public road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registered right of way (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Private Road (Unregistered) (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Access (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If water access only, state the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road (attach schedule if more room is required):

4.7 If access to the subject land is not by a public road, you MUST include proof of your right of access. (include deed).		
Will a road extension be required?	No	

		Severed	Retained	Lands being added to
▶ 4.8 Water Supply (✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual well	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.9 Sewage Disposal (✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated sanitary sewage system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual septic system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.10 Other Services (✓ if service is available)	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	School Busing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. PROVINCIAL POLICY STATEMENT

▶ 5.1 Is the requested consent consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act? **Yes**

6. HISTORY OF THE SUBJECT LAND

▶ 6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Section 51 of the Planning Act, or an application for Consent (Severance) under Section 53 of the Planning Act? **Unknown**

If you answered **Yes** in 6.1, and if you **Know**, please specify the file number of the application.

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application and provide the previous file number.

▶ 6.3 Has any land been severed from the parcel originally acquired by the current owner of the subject land? **No**
 if **Yes**, provide for each parcel severed, the date of transfer, the name of the transferee and the land use on the severed land:

Severed Parcel	Date of Transfer	Name of Transferee	Severed Land Use

10. AFFIDAVIT OR SWORN DECLARATION OF APPLICANT

▶ 10.1 Affidavit or Sworn Declaration for the Prescribed Information

I, Jane Young, Kelly Young, Joshua Young of the Township of Admaston/bromley
in the County of of Renfrew solemnly declare that the information required by O. Regulation 547/06 and
all other information required in this application, including supporting documentation, are true and I make this solemn declaration
conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the
Canada Evidence Act.


Signature of Applicant

Sworn (or declared) before me at the City of Pembroke
in the Province of Ontario
this 29 day of October, 20 21

Alana Leigh Zadow, a Commissioner, etc.,
County of Renfrew, for the Corporation of the
County of Renfrew. Expires November 17, 2023.

A Commissioner for Taking Affidavits, etc.

NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.



11. OWNER'S AUTHORIZATION IF THE OWNER IS NOT MAKING THE APPLICATION

(Please complete either 11.1 or 11.2 whichever is applicable.)

▶ 11.1 If the owner is not making the application, the following owner's authorization is required.

AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, Jane Young And Joshua Young, am the owner(s) of the land that is the subject of this application for a consent and I/we authorize Kelly Young to make this application and provide instruction/information on my/our behalf.

October 20/21
Date

[Signature]
Signature of Owner

October 20/21
Date

[Signature]
Signature of Owner

▶ 11.2 If the owner is a Corporation, and is not making the application, the following owner's authorization is required.

CORPORATE AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, _____, am an Officer/Director of the Corporation that is the owner of the land that is the subject of this Application for Consent, and I hereby authorize _____ to make this application and provide instruction/information on behalf of the Corporation.

Name of Corporation: _____

Date

Signature of Corporate Representative & Title

Date

Signature of Corporate Representative & Title

(I/We have authority to bind the corporation in the absence of a corporate seal.)

FOR OFFICE USE ONLY

Committee File No.: B180/21 (1)

Hearing Date (if appl.): _____

Date of Receipt of Application: Oct 29/21

Date deemed complete: Oct 29/21

Checked by: [Signature]

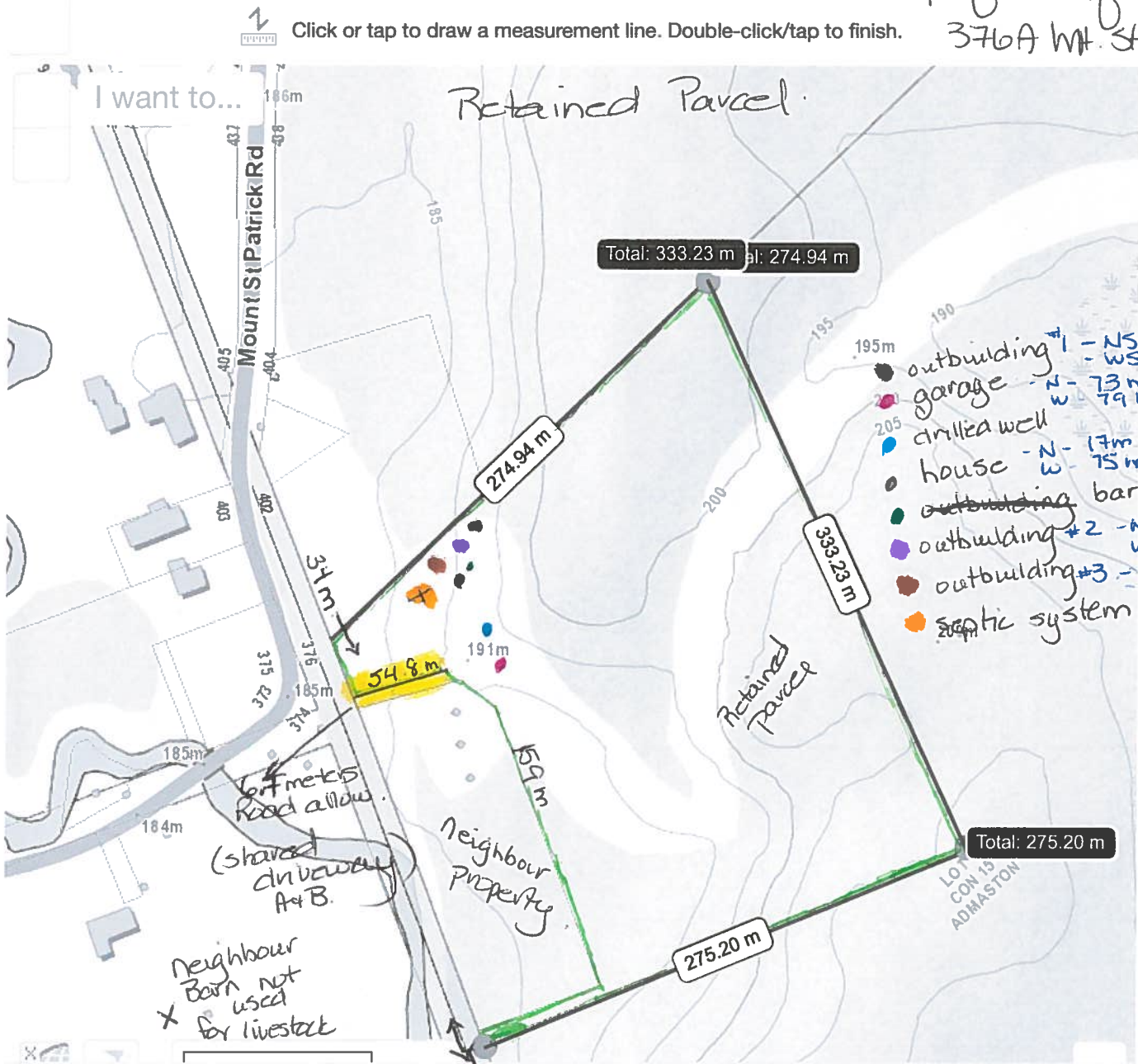
Authorization of Owner Received: Yes No N/A

Date: Feb 21/22 Alana Zadaw
Secretary-Treasurer, Land Division Committee



Line Metres (m) Metre² (m²) Snapping Select Snapping Layers Erase Clear

Lots 4+5 Con 15.
 Township of Admaston / Bromley.
 County of Renfrew
 376A Mt. St. Patrick Rd.



- NS - north setback
 - WS - west setback
 6.7 metres.



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Ministry of Natural Resources and Forestry

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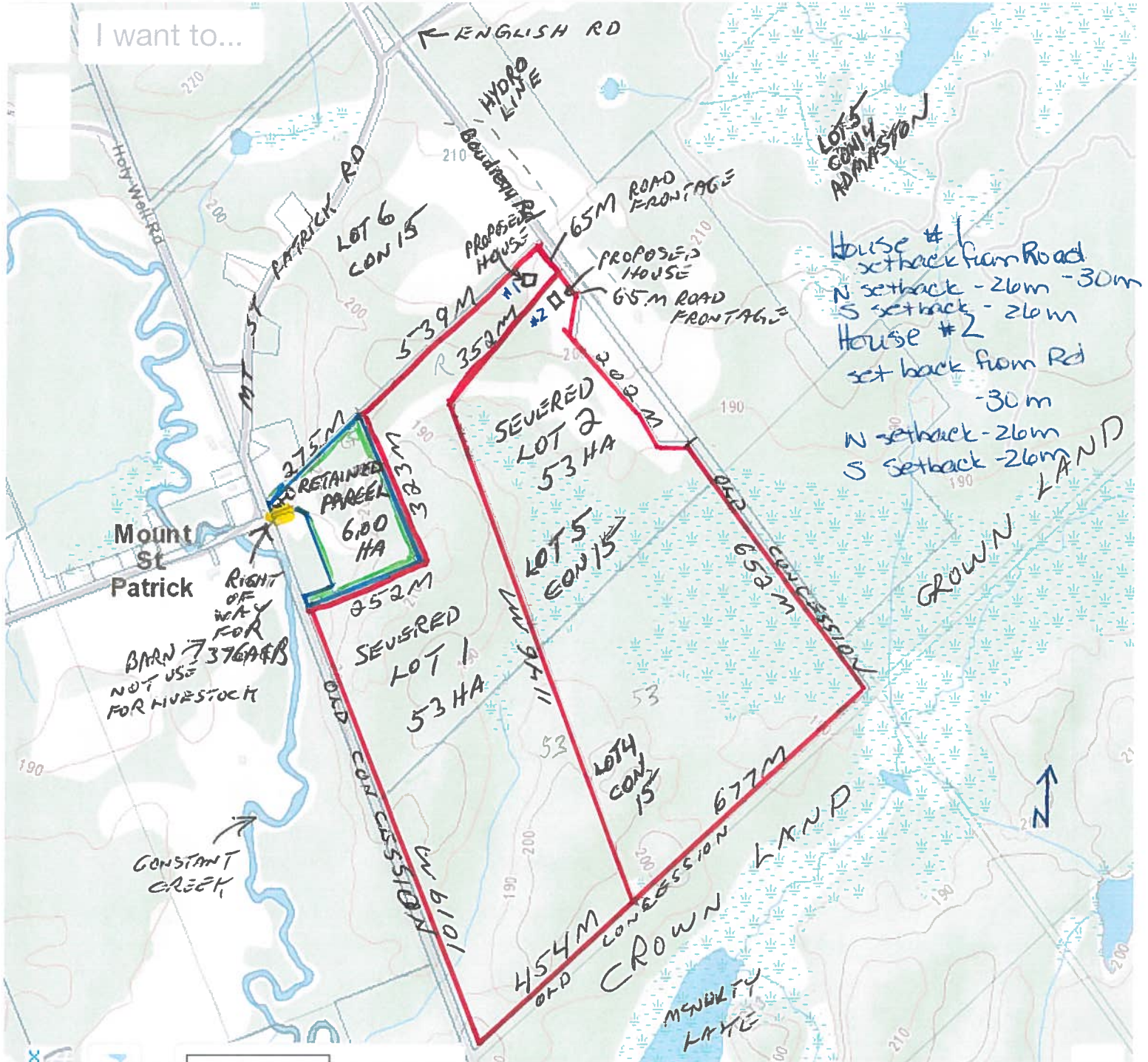
Home



Help

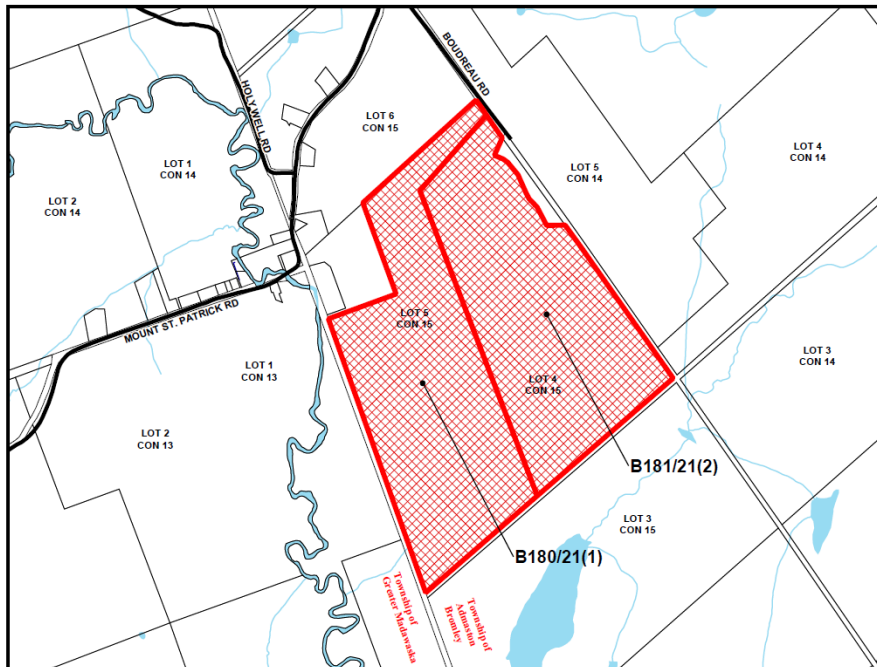
LOTS 4 & 5 CON 15
TOWNSHIP ADMASTON
COUNTY OF RENFREW
376 A MT ST PATRICK RD

I want to...



PART A - BACKGROUND

1. FILE NO.: **B180/21(1)**
2. APPLICANTS: Kelly, Jane & Joshua Young
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)
4. LOT: Part Lots 4 & 5 CON.: 15 STREET: Boudreau Road
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The owners are proposing to sever two vacant residential properties that are each 53 hectares in area with 65 metres of road frontage along Boudreau Road. The final retained lands will be 6 hectares in area with 34 metres of road frontage along Mount St. Patrick Road and will contain the existing dwelling, barn, and three outbuildings.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage		Area	Structures
Existing Lot	34 (Mount St. Patrick Rd)	m	112 Ha	Dwelling, barn and three outbuildings
	130 (BoudreauRd)	m		
Severed	34 (Mount St. Patrick Rd)	m	53 Ha	None
Retained	34 (Mount St. Patrick Rd)	m	59 Ha	Dwelling, barn and three outbuildings
	65 (BoudreauRd)	m		

*Note: There are 2 concurrent consent applications. If both new lots are approved, the final retained lands will be 6 hectares in area with 34 metres of road frontage along Mount St. Patrick Road.

8. SEVERANCE HISTORY

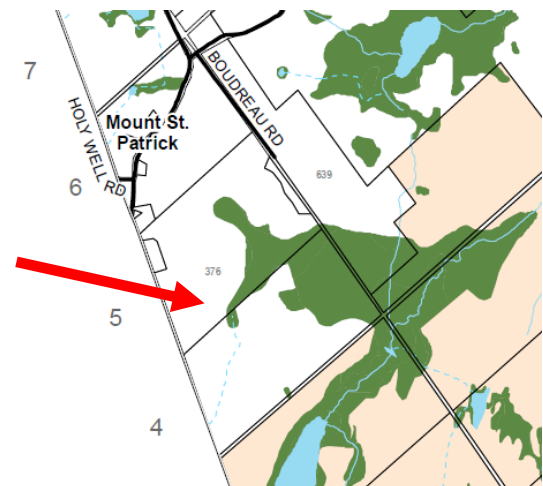
Number of new lots from original holding (1971) No previous severances

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Rural
Environmental Protection

Retained Rural
Environmental Protection

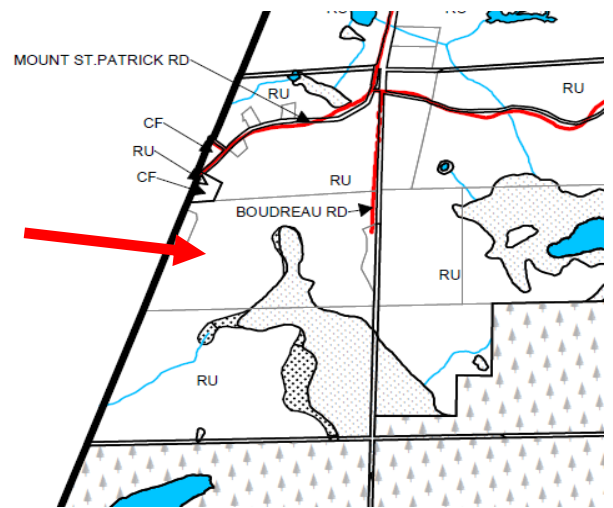


10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY (#2004-13)

Zone(s):

Severed Rural (RU)
Environmental Protection
(EP)

Retained Rural (RU)
Environmental Protection
(EP)



Zone Requirements:

	<u>Proposed</u> <u>Lot Frontage</u>	<u>Minimum</u> <u>Required</u>	<u>Proposed</u> <u>Lot Area</u>	<u>Minimum</u> <u>Required</u>
Severed	65 m	45 m	53 Ha	4047 m²
Retained	34 (Mount St. Patrick Rd) m 65 (Boudreau Rd) m	45 m	6 Ha	2 Ha

PART B – COMMENTS

1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA

No Concerns Concerns

Explanation of Concerns:

1.1.5.8 New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

2. CONFORMITY WITH OFFICIAL PLAN

- (a) The proposal conforms with the Official Plan, based on the information available to this Department.
- (b) The proposal will conform with the Official Plan if/when, (Sec. Nos.)
- Under Section 2.2(2), favourable MDS 1 calculations.
 - Under Section 2.2(9)(d), favourable Wildland Fire Risk Assessment Form is required.
 - Under Section 13.3(3), favourable comments are received from the Township Public Works Department.
- (c) The proposal does not meet the intent of the Official Plan because,

3. CONFORMITY WITH ZONING BY-LAW

- (a) The proposal appears to meet the requirements of the Zoning By-law.
- (b) The severed/retained portion/overall proposal would contravene the By-law because,
- The retained lands do not meet the minimum lot frontage requirement in the Rural (RU) zone.

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of Admaston/Bromley

Favourable comments from the Township were received.

The Building and Sewage Inspector approved the suitability of the severed lands for private sewage disposal. The systems must comply with the Ontario Building Code and all applicable law.

Twp. of Greater Madawaska (abutting)

No comments

6. GENERAL PLANNING COMMENTS

As indicated in Part B-Section 3 of this Report, the Provincial land use planning issues to be addressed are Minimum Distance Separation (MDS 1) of a new sensitive (residential) land use from existing livestock and manure operations and wildland fire.

Minimum Distance Separation

The Provincial Policy Statement (PPS), the County of Renfrew Official Plan and the Township of Admaston/Bromley Zoning By-law require compliance with MDS 1. MDS 1 must be calculated for all livestock facilities within 750 metres of the proposed severed lots. Our records indicate that the following properties have a barn within 750 metres:

374 Mount St. Patrick Road.

The completed MDS 1 forms was included with the application and the results are favourable.

The applicant indicated there is a barn on the retained lands. Given the large size of the severed lands and the proposed location of the new dwelling is to be located near Boudreau Road, the existing barn is not anticipated to be a concern for the proposed severance. Any new barns or an expansion to the existing barn will be required to meet Minimum Distance Separation (MDS) 2.

Wildland Fire

The proposed lot falls within areas that pose a wildland fire risk, as identified on Schedule B-Map 1-Hazards, to the County of Renfrew Official Plan. Under Section 2.2(9)(d) development may be permitted in an area with a wildland fire risk, provided the risk is mitigated in accordance with Ministry of Natural Resource and Forestry (MNR) assessment and standards.

A completed Wildland Fire Risk Assessment Form was submitted with the application.

Transportation

The severed lands have road frontage on Boudreau Road which is a municipal road, and the retained lands have road frontage on Mount St. Patrick Road. Favourable comments were received from the Township.

Zoning By-law

The severed lands meet the minimum requirements for lot frontage and lot area in the Rural (RU) zone.

The retained lands meet the requirements for lot area but as a result of the severance, they do not meet the minimum lot frontage requirement of 45 metres. A zoning by-law amendment is required to reduce the minimum lot frontage requirement to 34 metres. A draft survey is required to confirm the lot frontage prior to applying for the zoning by-law amendment.

Environment Protection

Portions of the severed and retained lands are designated and zoned Environmental Protection. No development is permitted on lands designated and zoned Environmental Protection.

7. RECOMMENDATIONS

(a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted.

(b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not.

(c) The proposal may be acceptable when the following matters are addressed and resolved:

A zoning by-law amendment to rezone the retained lands from Rural (RU) to Rural – Exception (RU-EX) to reduce the lot frontage requirement. A draft survey to confirm the lot frontage of the retained lands is required.

(d) Conditions to the giving of consent should be considered for the following:

Registered Plan of Survey: Draft Survey confirming the lot frontage of the retained lands

Zoning By-law Amendment: Rezone the retained lands from RU to RU-Exception to reduce the lot frontage.

Minor Variance:

Private Road Agreement:

Development Agreement:

Site Plan Control Agreement:

Notice on Title:

Shoreline Road Allowance Closure / Acquisition:

Other:

(e) There are serious planning concerns, refusal is recommended.

(f) Other Recommendations:

Date: July 26, 2022

Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP
County Planner

Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

NOV/2021

TOWNSHIP OF ADMASTON/BROMLEY



477 Stone Road, RR 2
Renfrew, ON K7V 3Z5

Date: March 10, 2022

To: Alana L. Zadow
Secretary-Treasurer
Land Division Committee

From: Dennis Fridgen, Building & Sewage Inspector

Re: Private Sewage Disposal

Severance Application No: B180/21 & B181/21

Owner: Kelly, Jane & Josh Young

I **APPROVE** the suitability of the above severed lands for private sewage disposal.



I **DO NOT APPROVE** the suitability of the above severed & retained lands for private sewage disposal.



COMMENTS:

SYSTEMS MUST COMPLY WITH THE OBC
AND ALL APPLICABLE LAW

Signature Building & Sewage Inspector

TOWNSHIP OF ADMASTON/BROMLEY
R. R. #2
RENFREW, ON K7V 3Z5

Date: March 10, 2022

To: Admaston/Bromley Township

From: Steve Visinski, Acting Road Superintendent

Re: Municipal Public Road – Mount St.Patrick Road

Severance Application No. B180/21 & B181/21

Owner: Kelly, Jane & Josh Young

Type of Municipal Road the subject lot fronts on:

	Year Round	Seasonally	Other
Severed Lot	<u>✓ (Both)</u>	_____	_____
Retained Lot	<u>✓</u>	_____	_____

	Will provide entrance permit off Municipal road	Will not provide entrance permit off Municipal road	Approved entrance already exists off Municipal Road
Severed Lot:	<u>✓ (Both)</u>	_____	_____
Retained Lot	_____	_____	<u>✓</u>

Is road widening or dedication required? Yes No

Would approval of this severance create any civic addressing conflicts. Yes No

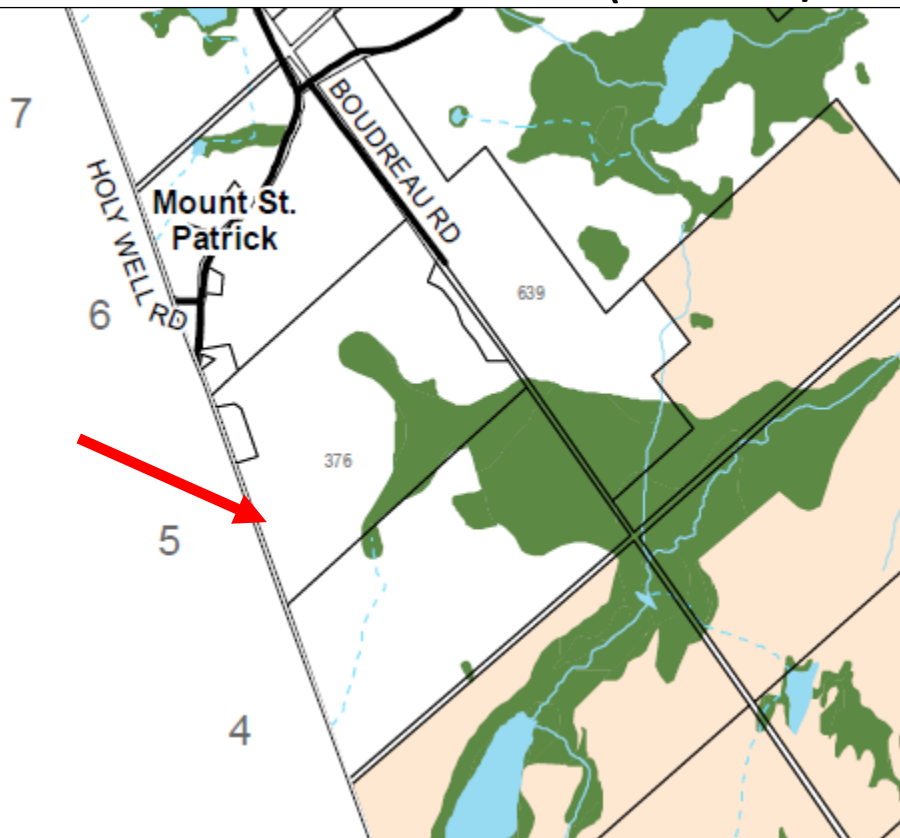
Does a school bus service the area at the present time? Yes No

Would the proposed use of land place an undue burden on the provision of municipal services such as road maintenance? Yes No

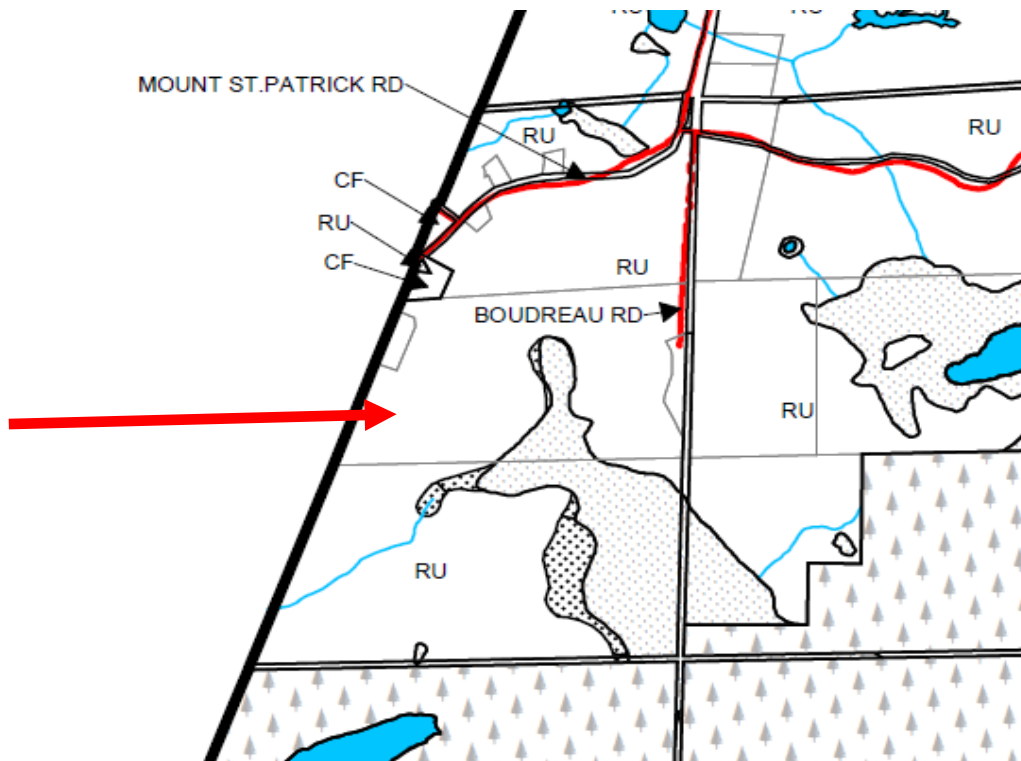
Comments:


Steve Visinski
Road Superintendent

County of Renfrew Official Plan Schedule A (Admaston/Bromley)

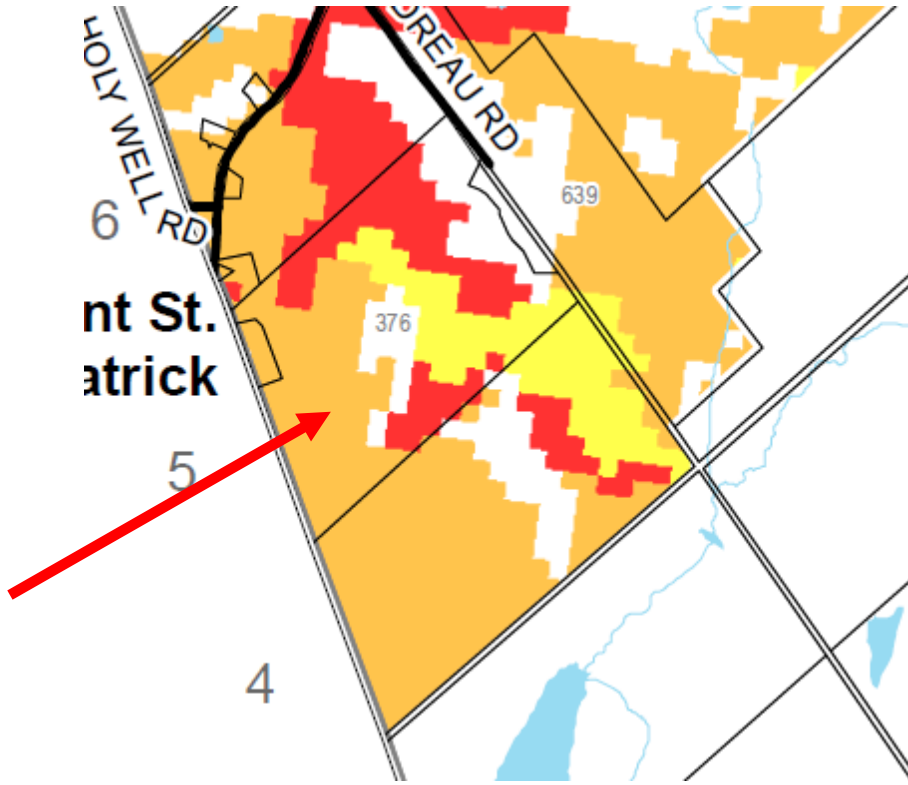


Township of Admaston - Zoning By-law Schedule

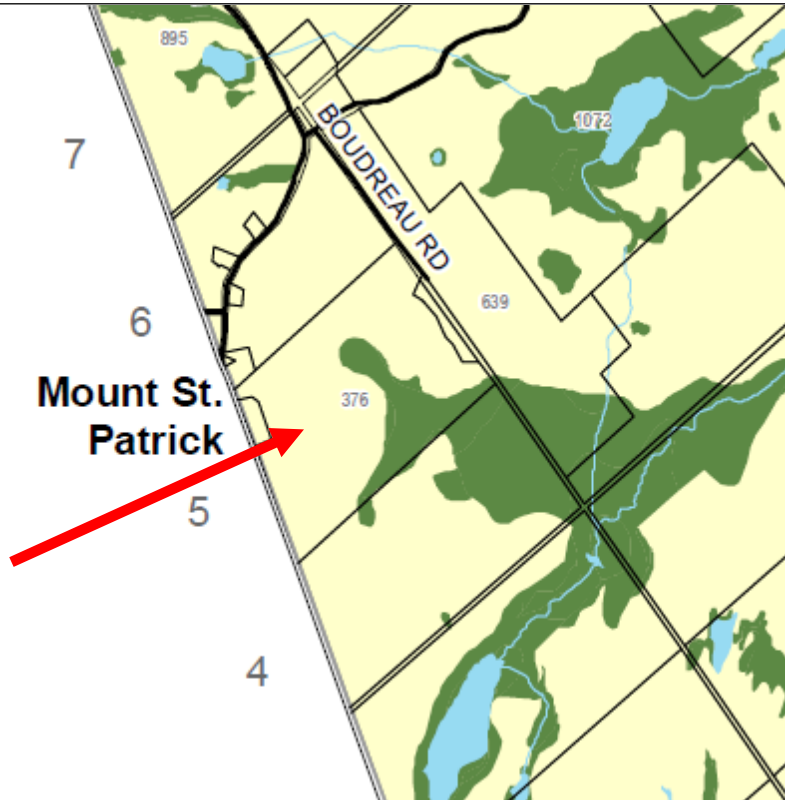


APPLICABLE County of Renfrew Official Plan Schedule B Maps

Schedule B Map 1 Hazards



Schedule B Map 4 Natural Heritage Features



COUNTY OF RENFREW OFFICIAL PLAN SCHEDULE B MAP LEGENDS

SCHEDULE "B" – Map 1 Hazards Map

	Propane Facility		Water
	Slip Clay Sites		Karst - known
	Abandoned Mine Sites		Karst - inferred
	Provincial Highway		Karst - potential
	County Road		Non County Areas
	Municipal Road		Licensed Septage Hauler Area
	Municipal Seasonal Road		Municipal Boundary
	Private Road		Active Waste Disposal Site
	Crown Road		Inactive Waste Disposal Site
	Floodline		Wellhead Protection Area
	Unstable Slope	Wildland Hazard	
	Permanent Stream/River		Extreme
			High
			Pine - Needs Evaluation

SCHEDULE "B" – Map 2 Infrastructures Map

	Highway 17 Proposed Expansion		Pipeline
	Provincial Highway		County Trail
	County Road		Permanent Stream/River
	Municipal Road		Water
	Municipal Seasonal Road		Non County Areas
	Private Road		Municipal Boundary
	Crown Road		Active Waste Disposal Site
	Hardened Shoulders		Inactive Waste Disposal Site
	Abandoned Rail Corridor		

SCHEDULE "B" – Map 3 Mining & Mineral Aggregate Resources

	Provincial Highway		Aggregate Site Authorize
	County Road		Aggregate Site Authorize
	Municipal Road		Bedrock
	Municipal Seasonal Road		Sand & Gravel
	Private Road		Mining Resource
	Crown Road		Copper & Nickel
	Permanent Stream/River		Copper & Zinc
	Water		Dolomite
	Non County Areas		Magnesium
	Municipal Boundary		Zinc & Lead

SCHEDULE "B" – Map 4 Natural Heritage Features

	Provincial Highway		ANSI, Earth Science
	County Road		ANSI, Life Science
	Municipal Road		ANSI Earth Buffer 50m
	Seasonal Road		ANSI Life Buffer 120m
	Private Road		Significant Woodlands
	Crown Road		Non County Areas
	Permanent Stream/River		Valley/Lands
	Municipal Boundary		Deer Wintering Area
	Ecoregion - 6E	Watersheds	
	Water		Petawawa-Barron Watershed and Upper Renfrew County Watershed
	At Capacity Lake		Muskrat, Indian, Westmeath Watershed
	Environmental Protection Area		Bonnechere River Watershed
	Provincially Significant Wetland		Madawaska River Watershed
	PSW 120m Buffer		



Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: August 4th, 2022
To: Council
From: Mitchell Ferguson
Re: Consent Application B181/21

Background:

A Consent application was submitted to the County of Renfrew to sever two (2) vacant residential lots that are both fifty-three (53) hectares, abutting Mount St. Patrick Road and Boudreau Road. In accordance with Sections 53(11) and 53(5)(a) of the Planning Act, the municipality is required to provide written comments regarding the severed and retained lands. The County of Renfrew development and property department have provided the Township with a consent planning report to provide Council and Staff with more information.

Financial Implications:

None at this time.

People Consulted:

County of Renfrew – Development and Property Department
Chief Building Official
Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B181/21 submitted by Kelly, Jane and Joshua Young so long as requirements of commenting agencies are satisfied.



original #2

B181/21(2)
 Name of Approval Authority:
County of Renfrew
 9 International Drive,
 Pembroke, ON K8A 6W5
 Tel: 613-735-3204
 Fax: 613-735-2081
 Toll Free: 1-800-273-0183
 www.countyofrenfrew.on.ca

APPLICATION FOR CONSENT
 Under Section 53 of the Planning Act

Please print and complete or (✓) appropriate box(es). Fields outlined in red are required fields to be completed
 Black arrows (▶) denote prescribed information required under Ontario Regulation 197/96.

1. OWNER INFORMATION (Please use additional page for owners with different addresses.)			
▶ 1.1 Name of Owner(s): Jane Young, Kelly Young And Joshua Young			
Mailing Address: 376a Mount St. Patrick Road	Town/City: Renfrew	Province: ON	Postal Code: K7V 3Z7
Telephone No.: (Home) (613) 433-3900	(Work)		(Fax)
Email Address: janeandkellyyoung@hotmail.com			
▶ 1.2 Name of Owner's Authorized Agent (if applicable):			
Mailing Address:	Town/City:	Province: ON	Postal Code:
Telephone No.: (Home)	(Work)		(Fax)
Email Address:			
1.3 Please specify to whom all communications should be sent: Owner			
2. DESCRIPTION OF THE SUBJECT LAND (Severed and Retained) Complete applicable boxes in 2.1			
▶ 2.1 Municipality: Admaston/Bromley Former Township: Admaston Lot(s) No.: 4 and 5 Concession: 15		Subdivision Lot(s) No.: Subdivision Plan No.: Part(s) No.: Reference Plan No.: 49R-	
Civic Address of subject lands/Road Name: Boudreau Road			
▶ 2.2 Are there any existing easements or restrictive covenants affecting the subject land? Yes If Yes, describe each easement or covenant and its effect.			
on retained land there is a right of way for a shared driveway			
3. PURPOSE OF THIS APPLICATION			
▶ 3.1 Type and purpose of proposed transaction (✓ appropriate box):			
<input checked="" type="checkbox"/> Creation of a New Lot	<input type="checkbox"/> Lot Addition/Lot Line Adjustment (see also 3.3)	<input type="checkbox"/> Create Easement/Right-of-Way	<input type="checkbox"/> A Charge/Mortgage
<input type="checkbox"/> A Lease	<input type="checkbox"/> A Correction of Title	<input type="checkbox"/> Other (Please Specify)	
▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged:			
Joshua Young			

4. INFORMATION REGARDING THE LAND INTENDED TO BE SEVERED, THE LAND TO BE RETAINED AND THE LAND TO BE ADDED TO (if applicable)							
▶ 4.1 Dimensions		Severed	select measure- ment	Retained	select measure- ment	Lands being added to	select measure- ment
	Road Frontage	65.00	m	34.00	m		--
	Depth	677.00	m	275.00	m		--
	Area	53.0000	ha	6.0000	ha		--
▶ 4.2 Use of the property	Existing Use(s)	vacant land		single dwelling home			
	Proposed Use(s)	single dwelling home		single dwelling home			
▶ 4.3 Buildings or Structures	Existing	none		house, barn, garage x 3 outbuildings			
	Proposed	single dwelling home		same			
▶ 4.4 Official Plan Designation		RR		RR environmentally protected			
4.5 Current Zoning		RR		envirn. protect, RR			

▶ 4.6 Access (✓ appropriate space)		Severed	Retained	Lands being added to
	Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Municipal road, maintained all year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
County road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crown road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other public road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Registered right of way (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Private Road (Unregistered) (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Access (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If water access only, state the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road (attach schedule if more room is required):

4.7 If access to the subject land is not by a public road, you MUST include proof of your right of access. (include deed).		
Will a road extension be required?	No	

		Severed	Retained	Lands being added to
▶ 4.8 Water Supply (✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual well	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.9 Sewage Disposal (✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated sanitary sewage system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual septic system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated communal septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.10 Other Services (✓ if service is available)	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	School Busing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. PROVINCIAL POLICY STATEMENT

▶ 5.1 Is the requested consent consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act? **Yes**

6. HISTORY OF THE SUBJECT LAND

▶ 6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Section 51 of the Planning Act, or an application for Consent (Severance) under Section 53 of the Planning Act? **Unknown**

If you answered **Yes** in 6.1, and if you **Know**, please specify the file number of the application.

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application and provide the previous file number.

▶ 6.3 Has any land been severed from the parcel originally acquired by the current owner of the subject land? **No**
If **Yes**, provide for each parcel severed, the date of transfer, the name of the transferee and the land use on the severed land:

Severed Parcel	Date of Transfer	Name of Transferee	Severed Land Use

7. OTHER CURRENT APPLICATIONS	
▶ 7.1 Is the subject land the subject of any other application under the Planning Act such as an additional Application for Consent (ie. severance), Zoning By-Law amendment, Official Plan amendment, Minister's Zoning order, Minor Variance, or approval of a Plan of Subdivision? Yes	
If Yes , and if Known , specify the appropriate file number and status of the application.	
Type of Application: one concurrent severance application	File # (if known):
Number of Applications:	Status (if known):

8. SKETCH	
▶ 8.1 Please attach a sketch to the one original and seven duplicate consent applications. Each sketch shall have the severance parcel outlined in red and the retained parcel in green.	
▶ 8.2 The sketch shall show the following information:	
<ul style="list-style-type: none"> a. the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land; b. the approximate distance between the subject land and the nearest township lot line or landmark, such as a bridge or railway crossing; c. the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained; d. the location of all land previously severed from the parcel originally acquired by the current owner of the subject land; e. the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that are <ul style="list-style-type: none"> i. located on the subject lands and on land that is adjacent to it, and ii. in the applicant's opinion may affect the application; f. the current uses of land that is adjacent to the subject land (for example residential, agricultural or commercial); g. the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way; h. if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and i. the location and nature of any easement affecting the subject land. 	
* Please show the location of any well, septic tank, septic field, or weeping bed on both the severed and retained parcels and the setbacks for any existing well, septic tank, septic field and/or weeping bed from the proposed new lot line.	

9. OTHER INFORMATION	
9.1 Is there any other information that you think may be useful to the County of Renfrew or other agencies in reviewing this application? If so, explain below or attach on a separate page.	

10. AFFIDAVIT OR SWORN DECLARATION OF APPLICANT

▶ 10.1 Affidavit or Sworn Declaration for the Prescribed Information

I, Jane Young, Kelly Young, Joshua Young of the Township Admaston/bromley in the County of Renfrew solemnly declare that the information required by O. Regulation 547/06 and all other information required in this application, including supporting documentation, are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the **Canada Evidence Act.**

 Signature of Applicant

Sworn (or declared) before me at the City of Pembroke in the Province of Ontario this 29 day of October, 20 21

Alana Leigh Zadow, a Commissioner, etc. Alana Zadow
County of Renfrew, for the Corporation of the County of Renfrew. Expires November 17, 2023. **A Commissioner for Taking Affidavits, etc.**

NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.



11. OWNER'S AUTHORIZATION IF THE OWNER IS NOT MAKING THE APPLICATION

(Please complete either 11.1 or 11.2 whichever is applicable.)

▶ 11.1 If the owner is not making the application, the following owner's authorization is required.

AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, Jane Young And Joshua Young, am the owner(s) of the land that is the subject of this application for a consent and I/we authorize Kelly Young to make this application and provide instruction/information on my/our behalf.

Oct 20/21
Date

[Signature]
Signature of Owner

Oct 20/21
Date

[Signature]
Signature of Owner

▶ 11.2 If the owner is a Corporation, and is not making the application, the following owner's authorization is required.

CORPORATE AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, _____, am an Officer/Director of the Corporation that is the owner of the land that is the subject of this Application for Consent, and I hereby authorize _____ to make this application and provide instruction/information on behalf of the Corporation.

Name of Corporation: _____

Date Signature of Corporate Representative & Title

Date Signature of Corporate Representative & Title

(I/We have authority to bind the corporation in the absence of a corporate seal.)

FOR OFFICE USE ONLY

Committee File No.: B181/21(2)

Hearing Date (if appl.): _____

Date of Receipt of Application: Oct 29/21

Date deemed complete: Oct 29/21

Checked by: [Signature]

Authorization of Owner Received: Yes No N/A

Date: Feb 21/22 Alana Zadow

Secretary-Treasurer, Land Division Committee





Line **Metres (m)**

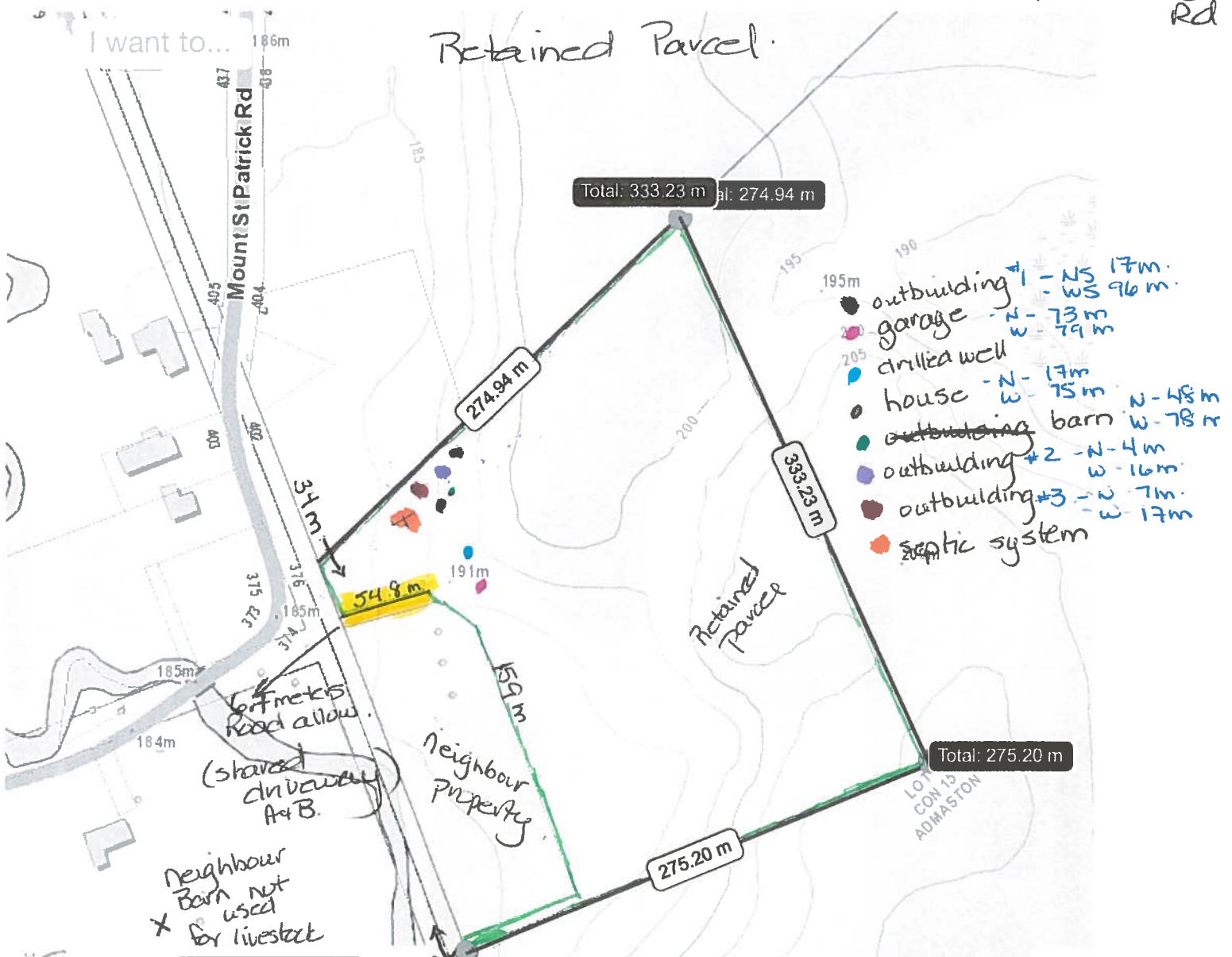
Metre² (m²)

Snapping

Erase Clear

Lots 4+5 Con 15
 Township of Admaston /
 Bromley
 County of Renfrew
 376A Mt. St. Patrick Rd

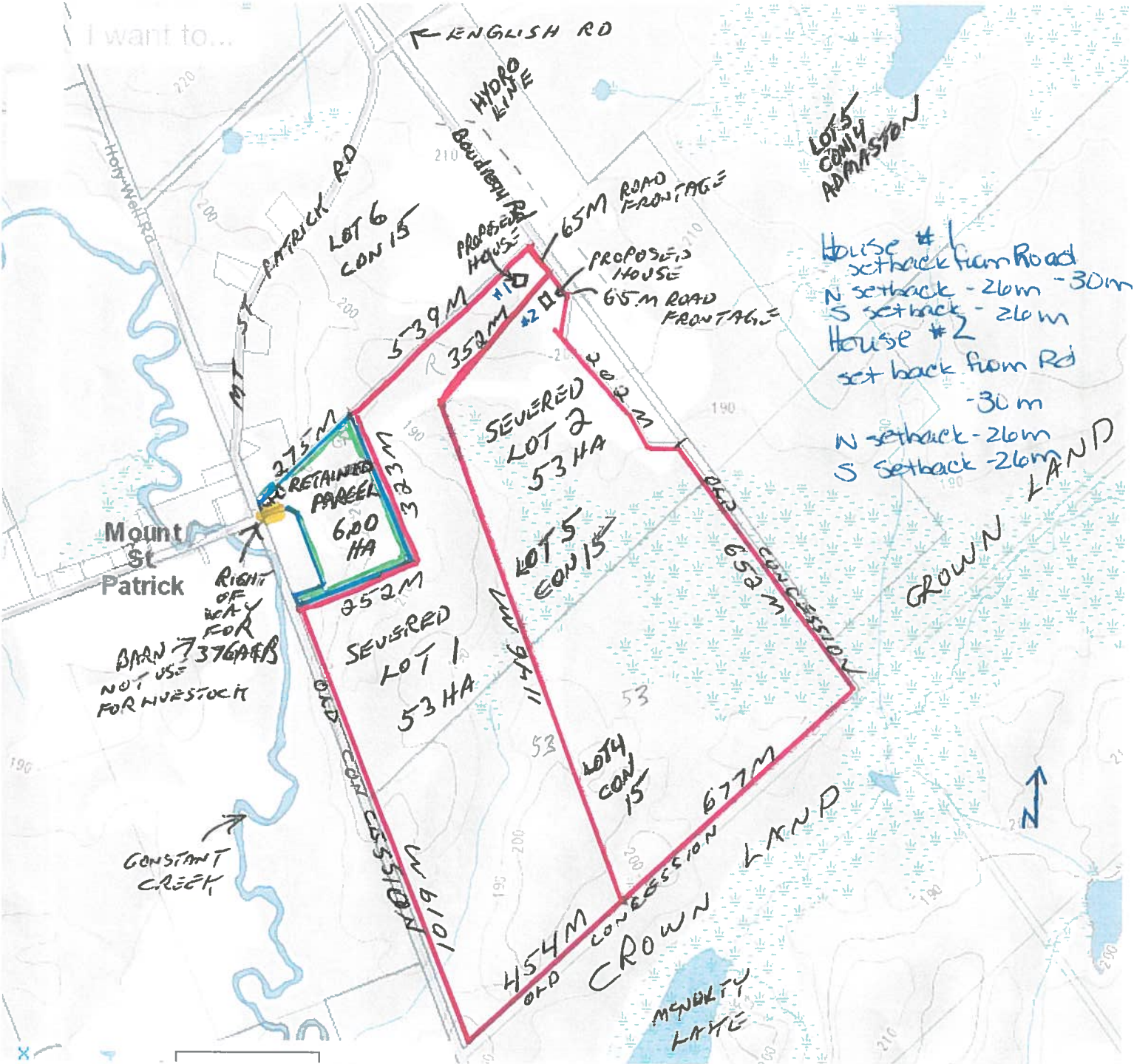
Click or tap to draw a measurement line. Double-click/tap to finish.



- NS - north setback
 - WS - west setback

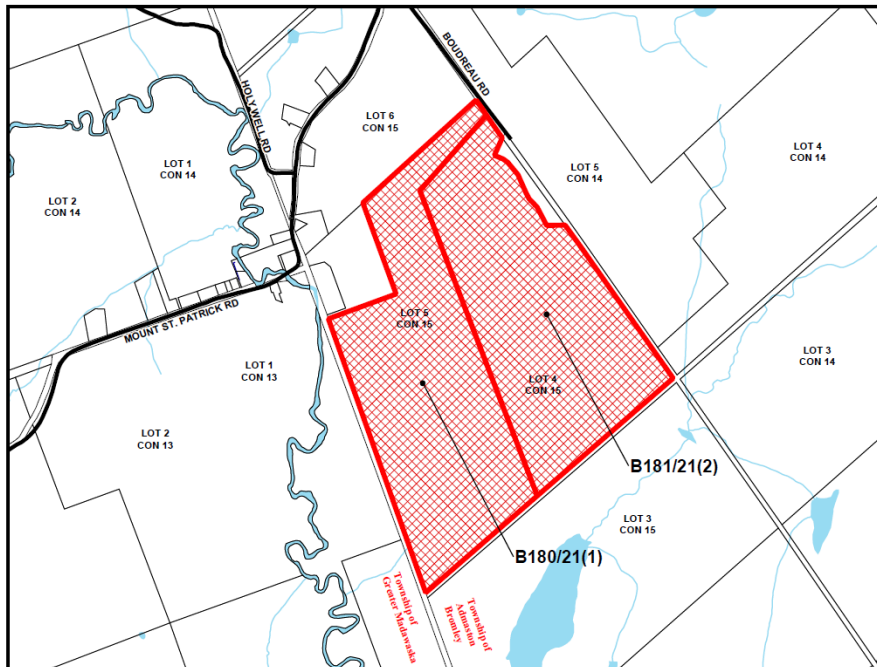


LOTS 4 & 5 CON 15
TOWNSHIP 8 ADMASTON
COUNTY OF RENFREW
376 A MT ST PATRICK RD



PART A - BACKGROUND

1. FILE NO.: **B181/21(2)**
2. APPLICANTS: Kelly, Jane & Joshua Young
3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)
4. LOT: Part Lots 4 & 5 CON.: 15 STREET: Boudreau Road
5. PURPOSE: Creation of a new lot
6. DESCRIPTION OF APPLICATION: The owners are proposing to sever two vacant residential properties that are each 53 hectares in area with 65 metres of road frontage along Boudreau Road. The final retained lands will be 6 hectares in area with 34 metres of road frontage along Mount St. Patrick Road and will contain the existing dwelling, barn, and three outbuildings.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage		Area	Structures
Existing Lot	34 (Mount St. Patrick Rd)	m	112 Ha	Dwelling, barn and three outbuildings
	130 (BoudreauRd)	m		
Severed	34 (Mount St. Patrick Rd)	m	53 Ha	None
Retained	34 (Mount St. Patrick Rd)	m	59 Ha	Dwelling, barn and three outbuildings
	65 (BoudreauRd)	m		

*Note: There are 2 concurrent consent applications. If both new lots are approved, the final retained lands will be 6 hectares in area with 34 metres of road frontage along Mount St. Patrick Road.

8. SEVERANCE HISTORY

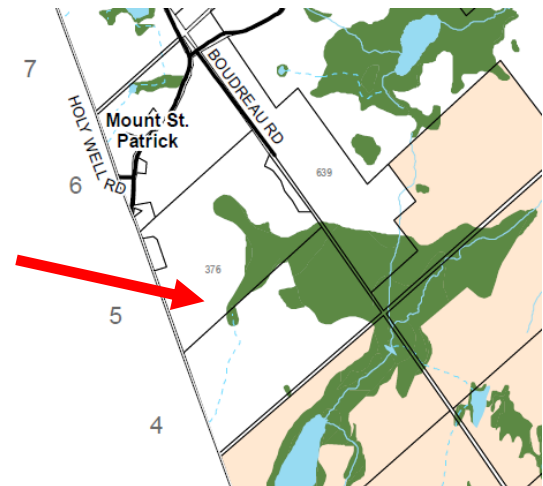
Number of new lots from original holding (1971) No previous severances

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW

Official Plan Designation(s):

Severed Rural
Environmental Protection

Retained Rural
Environmental Protection

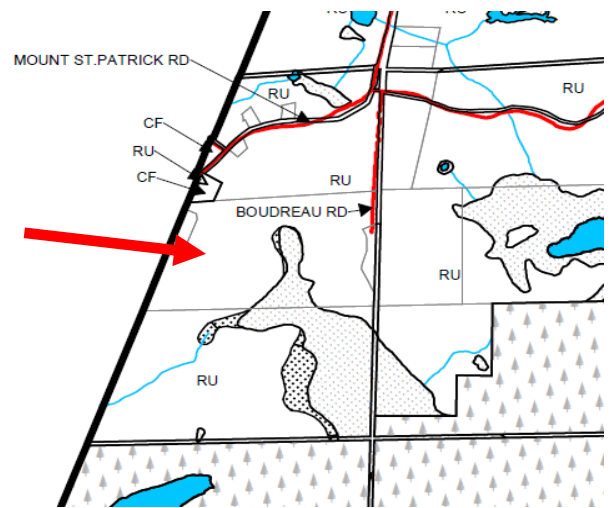


10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY (#2004-13)

Zone(s):

Severed Rural (RU)
Environmental Protection
(EP)

Retained Rural (RU)
Environmental Protection
(EP)



Zone Requirements:

	<u>Proposed</u> <u>Lot Frontage</u>	<u>Minimum</u> <u>Required</u>	<u>Proposed</u> <u>Lot Area</u>	<u>Minimum</u> <u>Required</u>
Severed	65 m	45 m	53 Ha	4047 m²
Retained	34 (Mount St. Patrick Rd) m 65 (Boudreau Rd) m	45 m	6 Ha	2 Ha

PART B – COMMENTS

1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA

No Concerns Concerns

Explanation of Concerns:

1.1.5.8 New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

3.1.8 *Development* shall generally be directed to areas outside of lands that are unsafe for *development* due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with *hazardous forest types for wildland fire* where the risk is mitigated in accordance with *wildland fire assessment and mitigation standards*.

2. CONFORMITY WITH OFFICIAL PLAN

- (a) The proposal conforms with the Official Plan, based on the information available to this Department.
- (b) The proposal will conform with the Official Plan if/when, (Sec. Nos.)
- Under Section 2.2(2), favourable MDS 1 calculations.
 - Under Section 2.2(9)(d), favourable Wildland Fire Risk Assessment Form is required.
 - Under Section 13.3(3), favourable comments are received from the Township Public Works Department.
- (c) The proposal does not meet the intent of the Official Plan because,

3. CONFORMITY WITH ZONING BY-LAW

- (a) The proposal appears to meet the requirements of the Zoning By-law.
- (b) The severed/retained portion/overall proposal would contravene the By-law because,
- The retained lands do not meet the minimum lot frontage requirement in the Rural (RU) zone.

4. SUBMITTED STUDIES

None

5. AGENCY COMMENTS

Twp. of Admaston/Bromley	Favourable comments from the Township were received.
	The Building and Sewage Inspector approved the suitability of the severed lands for private sewage disposal. The systems must comply with the Ontario Building Code and all applicable law.
Twp. of Greater Madawaska (abutting)	No comments

6. GENERAL PLANNING COMMENTS

As indicated in Part B-Section 3 of this Report, the Provincial land use planning issues to be addressed are Minimum Distance Separation (MDS 1) of a new sensitive (residential) land use from existing livestock and manure operations and wildland fire.

Minimum Distance Separation

The Provincial Policy Statement (PPS), the County of Renfrew Official Plan and the Township of Admaston/Bromley Zoning By-law require compliance with MDS 1. MDS 1 must be calculated for all livestock facilities within 750 metres of the proposed severed lots. Our records indicate that the following properties have a barn within 750 metres:

374 Mount St. Patrick Road.

The completed MDS 1 forms was included with the application and the results are favourable.

The applicant indicated there is a barn on the retained lands. Given the large size of the severed lands and the proposed location of the new dwelling is to be located near Boudreau Road, the existing barn is not anticipated to be a concern for the proposed severance. Any new barns or an expansion to the existing barn will be required to meet Minimum Distance Separation (MDS) 2.

Wildland Fire

The proposed lot falls within areas that pose a wildland fire risk, as identified on Schedule B-Map 1-Hazards, to the County of Renfrew Official Plan. Under Section 2.2(9)(d) development may be permitted in an area with a wildland fire risk, provided the risk is mitigated in accordance with Ministry of Natural Resource and Forestry (MNR) assessment and standards.

A completed Wildland Fire Risk Assessment Form was submitted with the application.

Transportation

The severed lands have road frontage on Boudreau Road which is a municipal road, and the retained lands have road frontage on Mount St. Patrick Road. Favourable comments were received from the Township.

Zoning By-law

The severed lands meet the minimum requirements for lot frontage and lot area in the Rural (RU) zone.

The retained lands meet the requirements for lot area but as a result of the severance, they do not meet the minimum lot frontage requirement of 45 metres. A zoning by-law amendment is required to reduce the minimum lot frontage requirement to 34 metres. A draft survey is required to confirm the lot frontage prior to applying for the zoning by-law amendment.

Environment Protection

Portions of the severed and retained lands are designated and zoned Environmental Protection. No development is permitted on lands designated and zoned Environmental Protection.

7. RECOMMENDATIONS

(a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted.

(b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not.

(c) The proposal may be acceptable when the following matters are addressed and resolved:

A zoning by-law amendment to rezone the retained lands from Rural (RU) to Rural – Exception (RU-EX) to reduce the lot frontage requirement. A draft survey to confirm the lot frontage of the retained lands is required.

(d) Conditions to the giving of consent should be considered for the following:

Registered Plan of Survey: Draft Survey confirming the lot frontage of the retained lands

Zoning By-law Amendment: Rezone the retained lands from RU to RU-Exception to reduce the lot frontage.

Minor Variance:

Private Road Agreement:

Development Agreement:

Site Plan Control Agreement:

Notice on Title:

Shoreline Road Allowance Closure / Acquisition:

Other:

(e) There are serious planning concerns, refusal is recommended.

(f) Other Recommendations:

Date: July 26, 2022
Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP
County Planner
Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

NOV/2021

TOWNSHIP OF ADMASTON/BROMLEY



477 Stone Road, RR 2
Renfrew, ON K7V 3Z5

Date: March 10, 2022

To: Alana L. Zadow
Secretary-Treasurer
Land Division Committee

From: Dennis Fridgen, Building & Sewage Inspector

Re: Private Sewage Disposal

Severance Application No: B180/21 & B181/21

Owner: Kelly, Jane & Josh Young

I **APPROVE** the suitability of the above severed lands for private sewage disposal.



I **DO NOT APPROVE** the suitability of the above severed & retained lands for private sewage disposal.



COMMENTS:

SYSTEMS MUST COMPLY WITH THE OBC
AND ALL APPLICABLE LAW

Signature Building & Sewage Inspector

TOWNSHIP OF ADMASTON/BROMLEY
R. R. #2
RENFREW, ON K7V 3Z5

Date: March 10, 2022

To: Admaston/Bromley Township

From: Steve Visinski, Acting Road Superintendent

Re: Municipal Public Road – Mount St.Patrick Road

Severance Application No. B180/21 & B181/21

Owner: Kelly, Jane & Josh Young

Type of Municipal Road the subject lot fronts on:

	Year Round	Seasonally	Other
Severed Lot	<u>✓ (Both)</u>	_____	_____
Retained Lot	<u>✓</u>	_____	_____

	Will provide entrance permit off Municipal road	Will not provide entrance permit off Municipal road	Approved entrance already exists off Municipal Road
Severed Lot:	<u>✓ (Both)</u>	_____	_____
Retained Lot	_____	_____	<u>✓</u>

Is road widening or dedication required? Yes No

Would approval of this severance create any civic addressing conflicts. Yes No

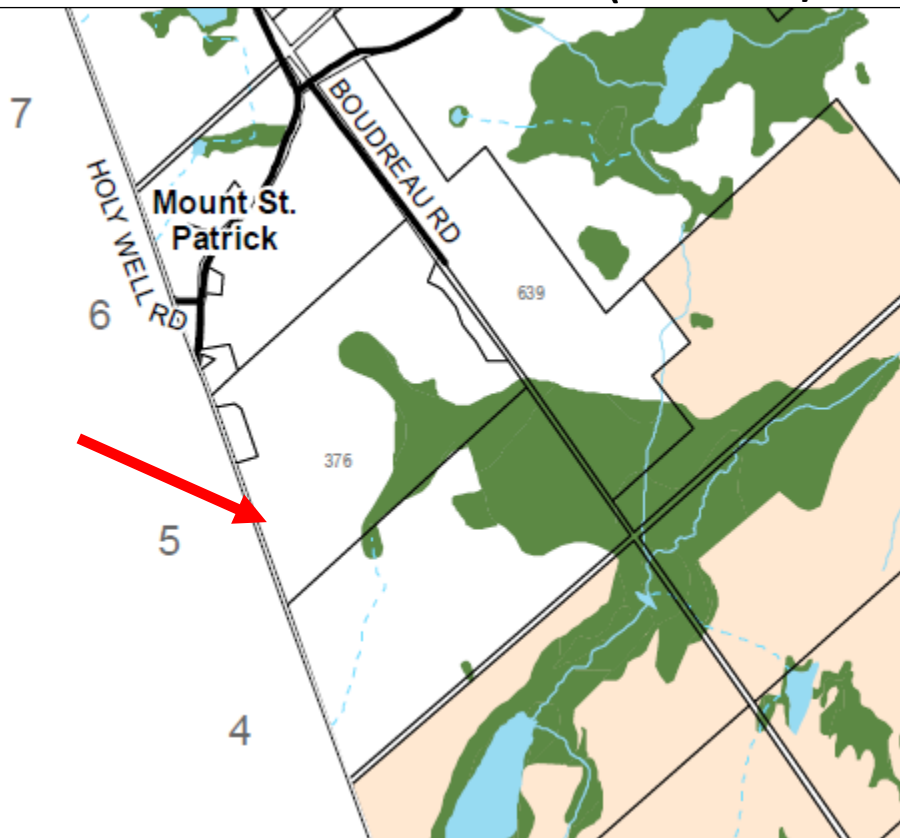
Does a school bus service the area at the present time? Yes No

Would the proposed use of land place an undue burden on the provision of municipal services such as road maintenance? Yes No

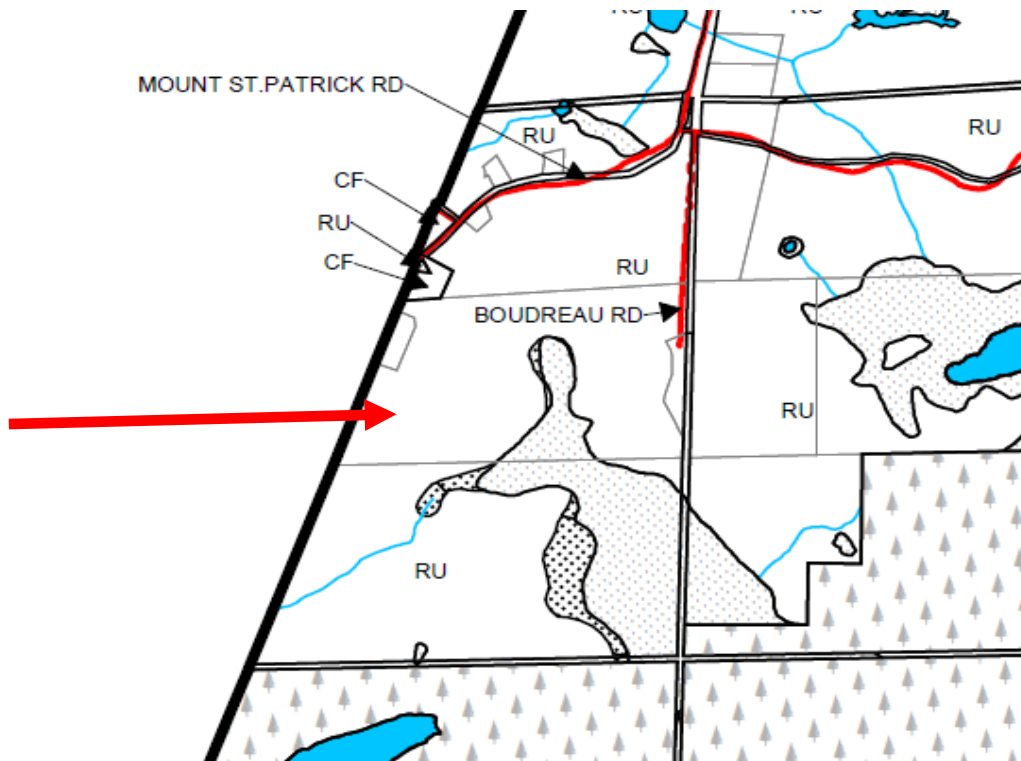
Comments:


Steve Visinski
Road Superintendent

County of Renfrew Official Plan Schedule A (Admaston/Bromley)

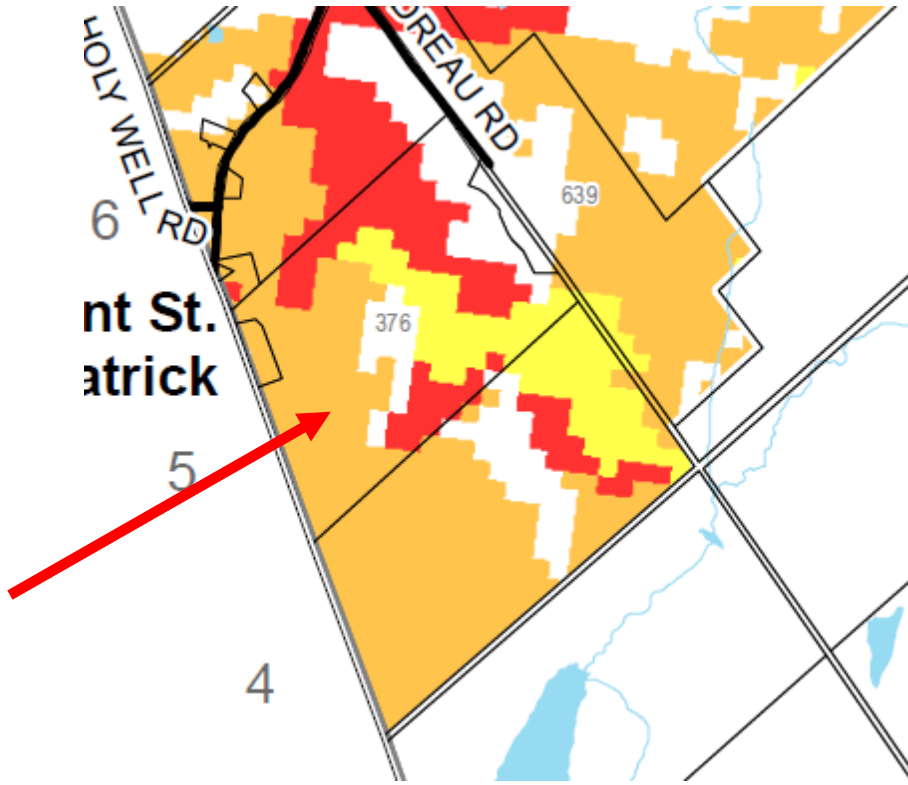


Township of Admaston - Zoning By-law Schedule

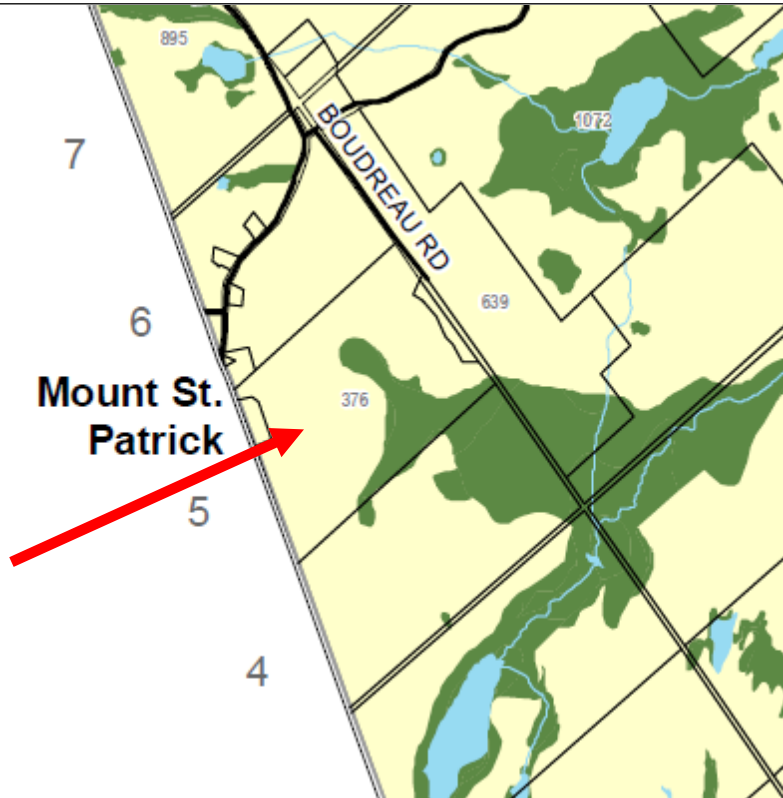


APPLICABLE County of Renfrew Official Plan Schedule B Maps

Schedule B Map 1 Hazards



Schedule B Map 4 Natural Heritage Features



COUNTY OF RENFREW OFFICIAL PLAN SCHEDULE B MAP LEGENDS

SCHEDULE "B" – Map 1 Hazards Map

	Propane Facility		Water
	Slip Clay Sites		Karst - known
	Abandoned Mine Sites		Karst - inferred
	Provincial Highway		Karst - potential
	County Road		Non County Areas
	Municipal Road		Licensed Septage Hauler Area
	Municipal Seasonal Road		Municipal Boundary
	Private Road		Active Waste Disposal Site
	Crown Road		Inactive Waste Disposal Site
	Floodline		Wellhead Protection Area
	Unstable Slope	Wildland Hazard	
	Permanent Stream/River		Extreme
			High
			Pine - Needs Evaluation

SCHEDULE "B" – Map 2 Infrastructures Map

	Highway 17 Proposed Expansion		Pipeline
	Provincial Highway		County Trail
	County Road		Permanent Stream/River
	Municipal Road		Water
	Municipal Seasonal Road		Non County Areas
	Private Road		Municipal Boundary
	Crown Road		Active Waste Disposal Site
	Hardened Shoulders		Inactive Waste Disposal Site
	Abandoned Rail Corridor		

SCHEDULE "B" – Map 3 Mining & Mineral Aggregate Resources

	Provincial Highway		Aggregate Site Authorize
	County Road		Aggregate Site Authorize
	Municipal Road		Bedrock
	Municipal Seasonal Road		Sand & Gravel
	Private Road		Mining Resource
	Crown Road		Copper & Nickel
	Permanent Stream/River		Copper & Zinc
	Water		Dolomite
	Non County Areas		Magnesium
	Municipal Boundary		Zinc & Lead

SCHEDULE "B" – Map 4 Natural Heritage Features

	Provincial Highway		ANSI, Earth Science
	County Road		ANSI, Life Science
	Municipal Road		ANSI Earth Buffer 50m
	Seasonal Road		ANSI Life Buffer 120m
	Private Road		Significant Woodlands
	Crown Road		Non County Areas
	Permanent Stream/River		Valley/Lands
	Municipal Boundary		Deer Wintering Area
	Ecoregion - 6E	Watersheds	
	Water		Petawawa-Barron Watershed and Upper Renfrew County Watershed
	At Capacity Lake		Muskrat, Indian, Westmeath Watershed
	Environmental Protection Area		Bonnechere River Watershed
	Provincially Significant Wetland		Madawaska River Watershed
	PSW 120m Buffer		



Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: August 4th, 2022

To: Council

From: Mitchell Ferguson

Re: Consent Application/Lot Addition B204/21

Background:

A Consent application was submitted to the County of Renfrew to sever 5.47 hectares of land abutting Opeongo Road, to add to the abutting property which is 0.29 hectares in area. In accordance with Sections 53(11) and 53(5)(a) of the Planning Act, the municipality is required to provide written comments regarding the severed and retained lands. The County of Renfrew development and property department have provided the Township with a consent planning report to provide Council and Staff with more information.

Financial Implications:

None at this time.

People Consulted:

County of Renfrew – Development and Property Department

Chief Building Official

Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B204/21 submitted by Bruce Bennett who is acting as an agent on behalf of Clare & Bert Bennett, so long as requirements of commenting agencies are satisfied.

B204/21(1)



Name of Approval Authority:
County of Renfrew
9 International Drive,
Pembroke, ON K8A 6W5
Tel: 613-735-3204
Fax: 613-735-2081
Toll Free: 1-800-273-0183
www.countyofrenfrew.on.ca

APPLICATION FOR CONSENT
Under Section 53 of the Planning Act

Please print and complete or (✓) appropriate box(es). Fields outlined in red are required fields to be completed
Black arrows (▶) denote prescribed information required under Ontario Regulation 197/96. **DEC 20 2021**

1. OWNER INFORMATION (Please use additional page for owners with different addresses.)			
▶ 1.1 Name of Owner(s): Clare and Bert Bennett			
Mailing Address: 1851 Hwy 132 RR 4	Town/City: Renfrew	Province: ON	Postal Code: K7V 3Z7
Telephone No.: (Home) (613) 432-2289	(Work)	(Fax)	
Email Address: bennettcb@gmail.com			
▶ 1.2 Name of Owner's Authorized Agent (if applicable): Bruce Bennett			
Mailing Address: 779 Opeongo Road	Town/City: Renfrew	Province: ON	Postal Code: K7V 3Z5
Telephone No.: (Home) (613) 432-7973	(Work) (613) 432-3891	(Fax)	
Email Address: ovo@nrtco.net			
1.3 Please specify to whom all communications should be sent: Both			
2. DESCRIPTION OF THE SUBJECT LAND (Severed and Retained) Complete applicable boxes in 2.1			
▶ 2.1 Municipality: Admaston/Bromley Former Township: Admaston Lot(s) No.: 7 Concession: 1	Subdivision Lot(s) No.: Subdivision Plan No.: Part(s) No.: Reference Plan No.: 49R- 1401		
Civic Address of subject lands/Road Name: 759 Opeongo Road			
▶ 2.2 Are there any existing easements or restrictive covenants affecting the subject land? No If Yes, describe each easement or covenant and its effect.			
3. PURPOSE OF THIS APPLICATION			
▶ 3.1 Type and purpose of proposed transaction (✓ appropriate box): <input type="checkbox"/> Creation of a New Lot <input checked="" type="checkbox"/> Lot Addition/Lot Line Adjustment (see also 3.3) <input type="checkbox"/> Create Easement/Right-of-Way <input type="checkbox"/> A Charge/Mortgage <input type="checkbox"/> A Lease <input type="checkbox"/> A Correction of Title <input type="checkbox"/> Other (Please Specify)			
▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged: Bruce and Sandi Bennett			

4. INFORMATION REGARDING THE LAND INTENDED TO BE SEVERED, THE LAND TO BE RETAINED AND THE LAND TO BE ADDED TO (if applicable)							
▶ 4.1	Dimensions	Severed	select measure- ment	Retained	select measure- ment	Lands being added to	select measure- ment
	Road Frontage	18.28	m	339.88	m	45.72	m
	Depth	300.96	m	191.50	m	64.00	m
	Area	5.4700	ha	4.8700	ha	0.2900	ha
▶ 4.2	Use of the property	Existing Use(s) vacant		residential		residential	
		Proposed Use(s) residential		residential		residential	
▶ 4.3	Buildings or Structures	Existing 10 sheds 1 barn		2 barns and 1 house house is unfinished		1 house	
		Proposed NONE		NONE		NONE	
▶ 4.4	Official Plan Designation	rural		rural		rural	
4.5	Current Zoning	RU		RU		RU	

▶ 4.6	Access (✓ appropriate space)	Severed	Retained	Lands being added to
	Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Municipal road, maintained all year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	County road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Crown road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other public road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Registered right of way (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Private Road (Unregistered) (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Water Access (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If water access only, state the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road (attach schedule if more room is required):				
4.7 If access to the subject land is not by a public road, you MUST include proof of your right of access. (include deed).				
Will a road extension be required?		No		

▶ 4.8 Water Supply (✓ type of existing service OR type that would be used if lands were to be developed)		Severed	Retained	Lands being added to
	Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual well	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Privately owned and operated communal well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.9 Sewage Disposal (✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated sanitary sewage system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual septic system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Privately owned and operated communal septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.10 Other Services (✓ if service is available)	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	School Busing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. PROVINCIAL POLICY STATEMENT

▶ 5.1 Is the requested consent consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act? **Yes**

6. HISTORY OF THE SUBJECT LAND

▶ 6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Section 51 of the Planning Act, or an application for Consent (Severance) under Section 53 of the Planning Act? **Yes**

If you answered **Yes** in 6.1, and if you **Know**, please specify the file number of the application.

B400/74, B257/78, B324/84, B66/92, B82/92 & B101/94

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application and provide the previous file number.

▶ 6.3 Has any land been severed from the parcel originally acquired by the current owner of the subject land? **Yes**
If **Yes**, provide for each parcel severed, the date of transfer, the name of the transferee and the land use on the severed land:

Severed Parcel	Date of Transfer	Name of Transferee	Severed Land Use
B324/1984	Jan 01 1984 ?	Brian Bennett	Residential
B66/1992	Jan 15,1993	Ian Bennett	Residential
B82/1992	Jan 15, 1993	Bruce Bennett	Residential

7. OTHER CURRENT APPLICATIONS	
▶ 7.1 Is the subject land the subject of any other application under the Planning Act such as an additional Application for Consent (ie. severance), Zoning By-Law amendment, Official Plan amendment, Minister's Zoning order, Minor Variance, or approval of a Plan of Subdivision? Yes	
If Yes , and if Known , specify the appropriate file number and status of the application.	
Type of Application: Lot Addition Concurrent	File # (if known): n/a
Number of Applications: 1	Status (if known): n/a

8. SKETCH	
▶ 8.1 Please attach a sketch to the one original and seven duplicate consent applications. Each sketch shall have the severance parcel outlined in red and the retained parcel in green.	
▶ 8.2 The sketch shall show the following information: <ul style="list-style-type: none"> a. the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land; b. the approximate distance between the subject land and the nearest township lot line or landmark, such as a bridge or railway crossing; c. the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained; d. the location of all land previously severed from the parcel originally acquired by the current owner of the subject land; e. the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that are <ul style="list-style-type: none"> i. located on the subject lands and on land that is adjacent to it, and ii. in the applicant's opinion may affect the application; f. the current uses of land that is adjacent to the subject land (for example residential, agricultural or commercial); g. the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way; h. if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and i. the location and nature of any easement affecting the subject land. 	
* Please show the location of any well, septic tank, septic field, or weeping bed on both the severed and retained parcels and the setbacks for any existing well, septic tank, septic field and/or weeping bed from the proposed new lot line.	

9. OTHER INFORMATION	
9.1 Is there any other information that you think may be useful to the County of Renfrew or other agencies in reviewing this application? If so, explain below or attach on a separate page.	
<p>Severed Portion to be a lot addition to:</p> <p>Assessment Roll Number 4742 042 010 01609 779 Opeongo Road ADM Con 1 Pt Lot 7 RP49R11308 Part 2 Admaston/Bromley</p> <p>barns on retained property incapable of housing livestock- storage house on retained property is unfinished - no septic system barn on property to be severed incapable of housing livestock - storage</p>	

10. AFFIDAVIT OR SWORN DECLARATION OF APPLICANT

▶ 10.1 Affidavit or Sworn Declaration for the Prescribed Information

I, Bruce Bennett of the Town of Renfrew
in the County of Renfrew solemnly declare that the information required by O. Regulation 547/06 and
all other information required in this application, including supporting documentation, are true and I make this solemn declaration
conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the
Canada Evidence Act.

Bruce Bennett

Signature of Applicant

Sworn (or declared) before me at the OWNSHIP OF ADMASTON/BROMLEY
in the County of Renfrew
this 15th day of December, 20 21

Mitchell Ferguson

A Commissioner for Taking Affidavits, etc.

Acting Treasurer / Deputy Clerk.

NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.



11. OWNER'S AUTHORIZATION IF THE OWNER IS NOT MAKING THE APPLICATION

(Please complete either 11.1 or 11.2 whichever is applicable.)

▶ 11.1 If the owner is not making the application, the following owner's authorization is required.

AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, Glenn Bennett - Bert Bennett, am the owner(s) of the land that is the subject of this application for a consent and I/we authorize Bruce Bennett to make this application and provide instruction/information on my/our behalf.

December 10 2021 _____
Date Signature of Owner

December 10 2021 Bert Bennett (POA Glenn Bennett)
Date Signature of Owner

▶ 11.2 If the owner is a Corporation, and is not making the application, the following owner's authorization is required.

CORPORATE AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, _____, am an Officer/Director of the Corporation that is the owner of the land that is the subject of this Application for Consent, and I hereby authorize _____ to make this application and provide instruction/information on behalf of the Corporation.

Name of Corporation: _____

Date Signature of Corporate Representative & Title

Date Signature of Corporate Representative & Title

(I/We have authority to bind the corporation in the absence of a corporate seal.)

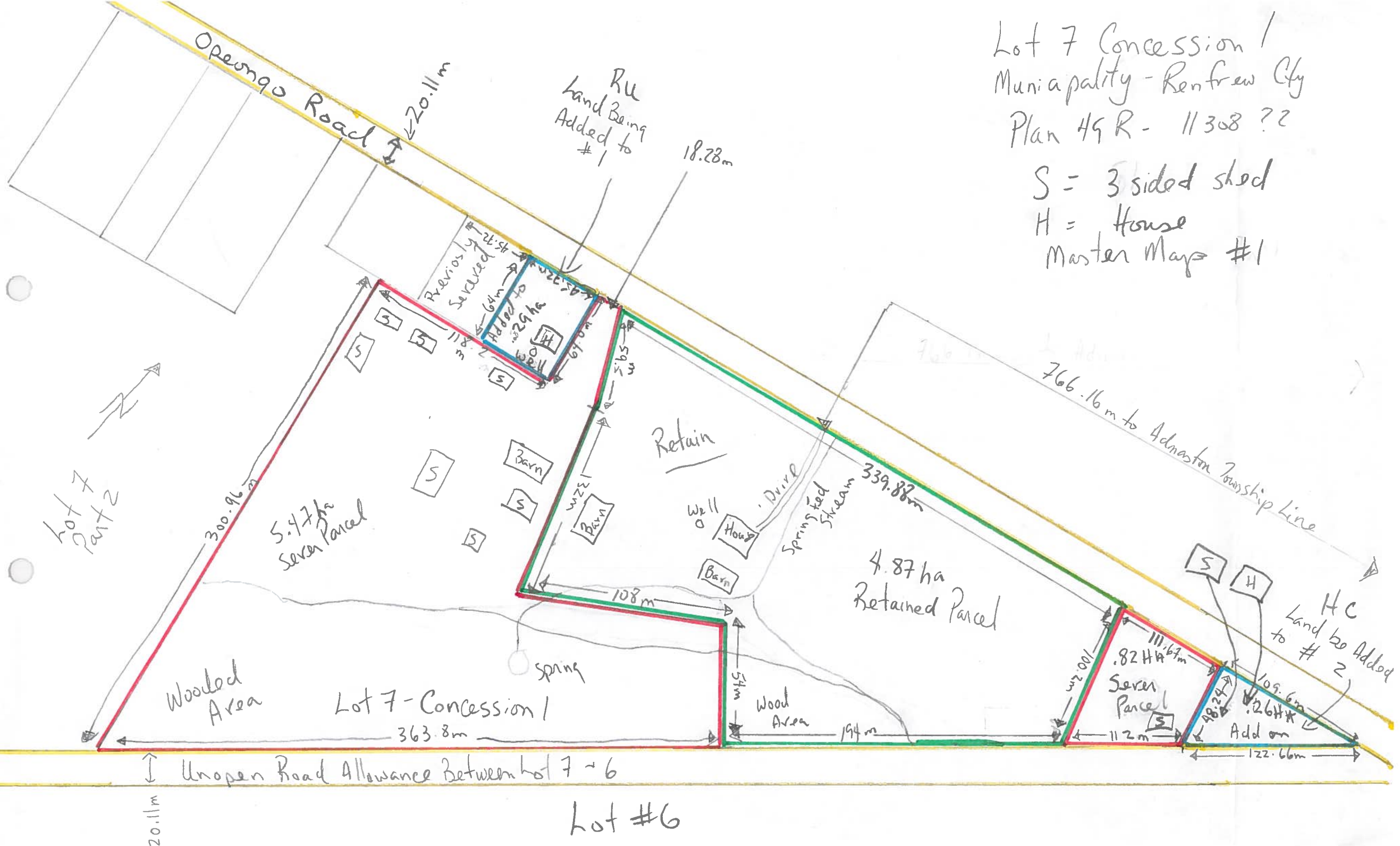
FOR OFFICE USE ONLY

Committee File No.: B204/21 (1)
Hearing Date (if appl.): _____
Date of Receipt of Application: Dec 20/21
Date deemed complete: Dec 20/21
Checked by: [Signature]
Authorization of Owner Received: Yes No N/A
Date: Mar 29/22 Alan Zydow
Secretary-Treasurer, Land Division Committee



Lot 7 Concession 1
 Municipality - Renfrew City
 Plan H9 R - 11308 ??

S = 3 sided shed
 H = House
 Master Maps #1

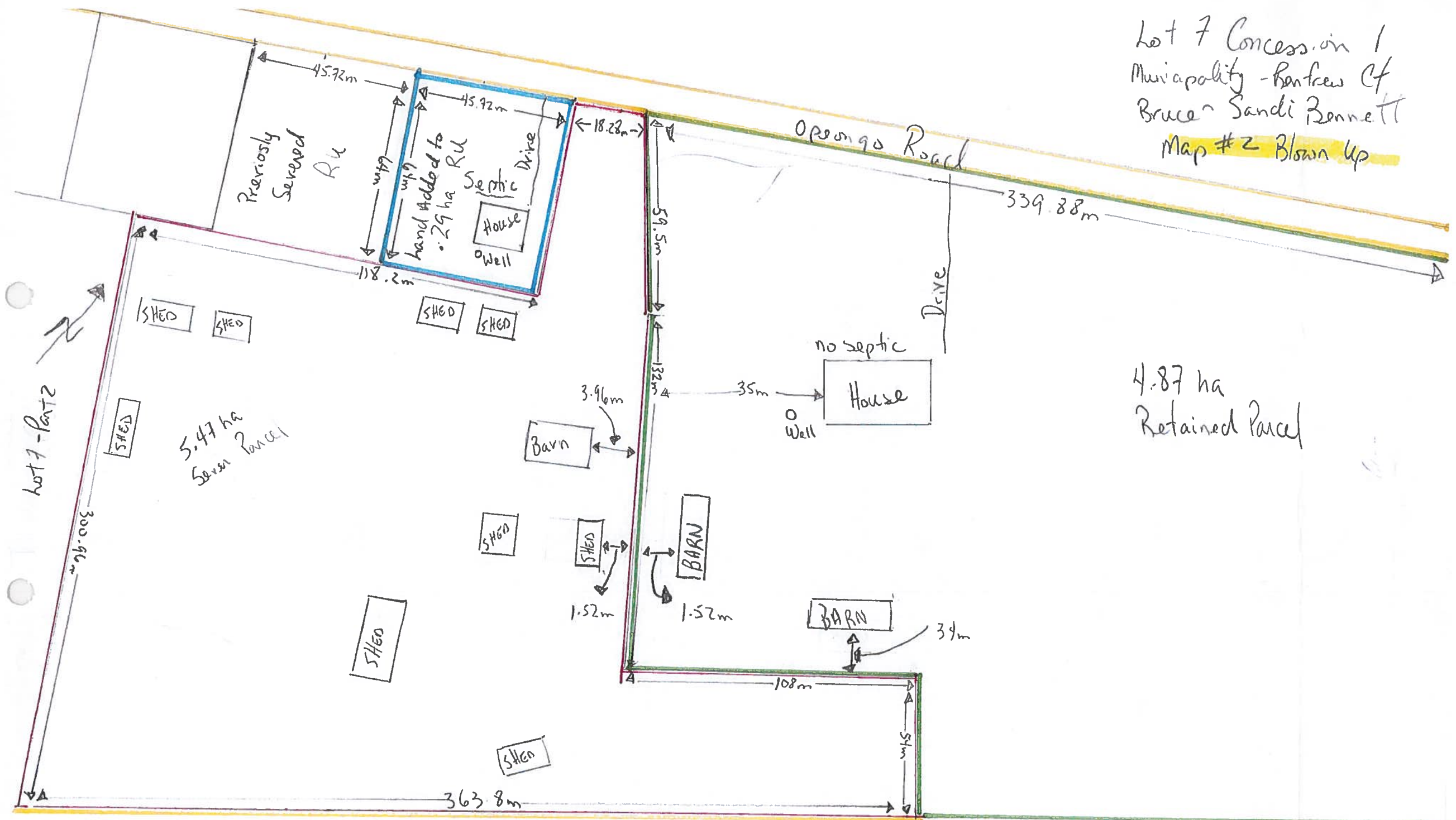


Lot 7 Part 2

Unopen Road Allowance Between lot 7 - 6

Lot #6

Lot 7 Concession in 1
Municipality - Review of
Bruce Sandi Bennett
Map #2 Blown Up



4.87 ha
Retained Parcel

Unopen Road Allowance between Lot 7-6
Lot 6

PART A - BACKGROUND

1. FILE NO.: **B204/21(1)**

2. APPLICANTS: Clare & Bert Bennett
Agent: Bruce Bennett

3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)

4. LOT: Part Lot 7 CON.: 1 STREET: 759 Opeongo Road

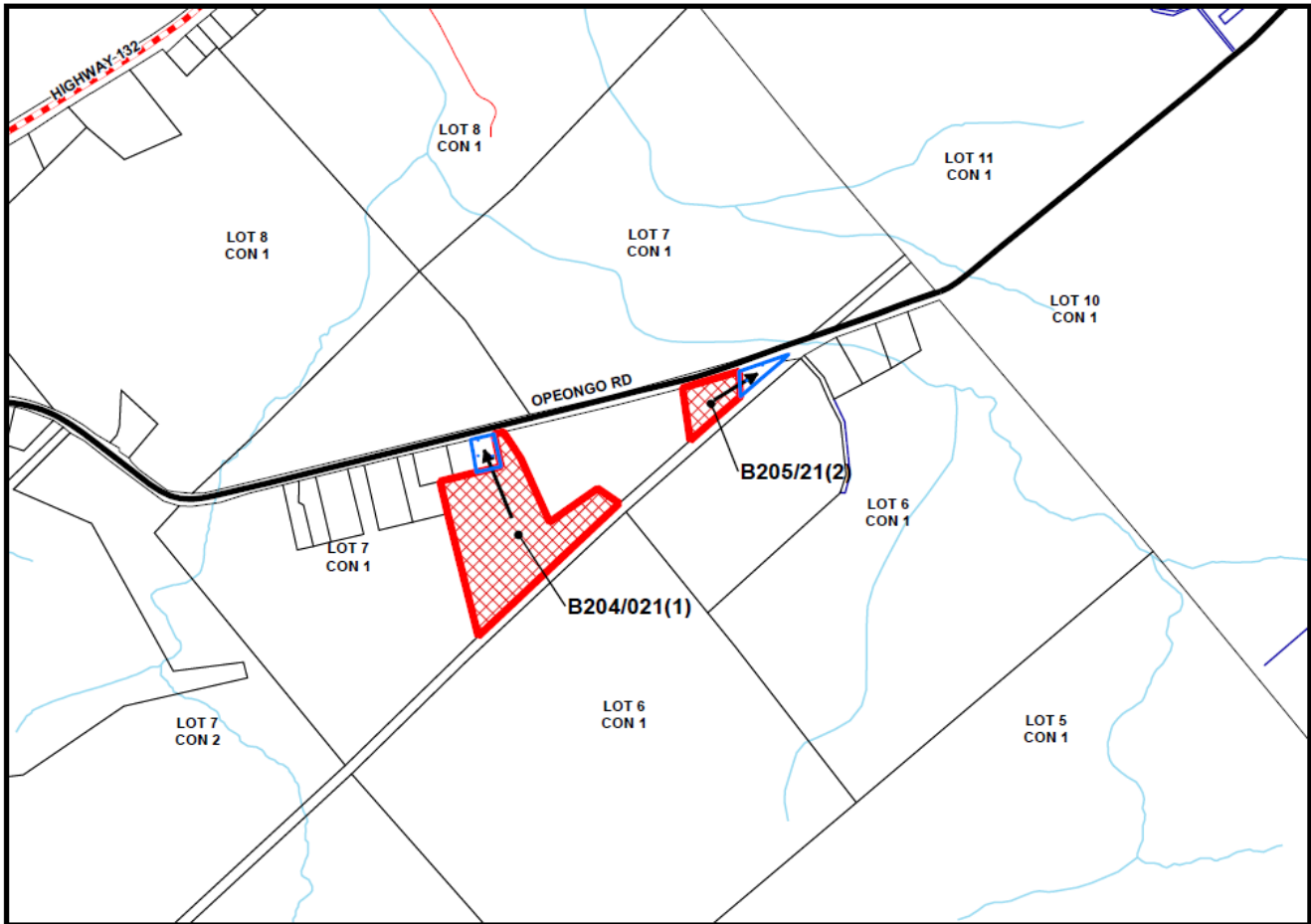
5. PURPOSE: Lot addition to abutting property at 779 Opeongo Road owned by Bruce & Sandi Bennett

6. DESCRIPTION OF APPLICATION:

The owners are severing 5.47 hectares in area with 18.28 metres of road frontage along Opeongo Road to add to the abutting property owned by Bruce and Sandi Bennett which is 0.29 hectares in area with 45.72 metres of road frontage. The severed lands have ten sheds and one barn. The Bennett property has one dwelling.

The owners are also severing 0.82 hectares in area with 111.67 metres of road frontage along Opeongo Road to add to an abutting property owned by Brian and Coleen Bennett which is 0.26 hectares in area with 109.63 metres of road frontage. The severed lands have 1 existing shed. The Bennett property has one house and one shed.

The final retained lands will be 4.87 hectares in area with 339.88 metres of road frontage along Opeongo Road and will contain an existing dwelling (unfinished) and two barns that are used as storage.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage	Area	Structures
Existing Lot	469.83 m	11.16 Ha	Dwelling, barns and sheds
Severed	18.28 m	5.47 Ha	10 sheds and 1 barn
Lot to be enlarged	45.72 m	0.29 Ha	Dwelling
Retained	451.55 m	5.69 Ha	Dwelling and barns

8. SEVERANCE HISTORY

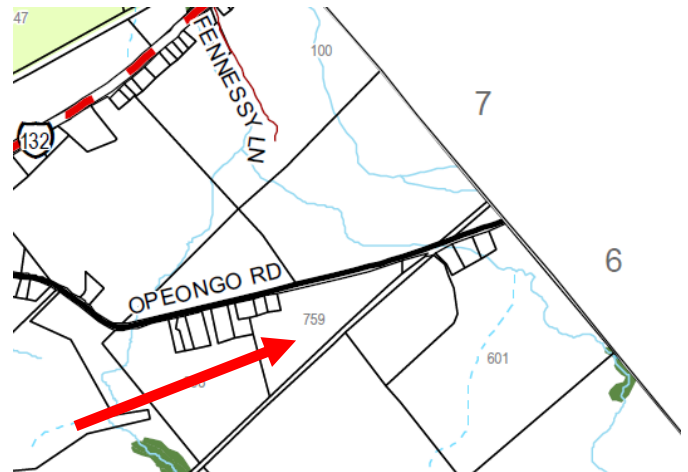
Number of new lots from original holding (1971) 4 Previous Severances: B540/73, B324/84, B66/92 & B82/92

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW
 Official Plan Designation(s):

Severed Rural

Lot to be Enlarged Rural

Retained Rural

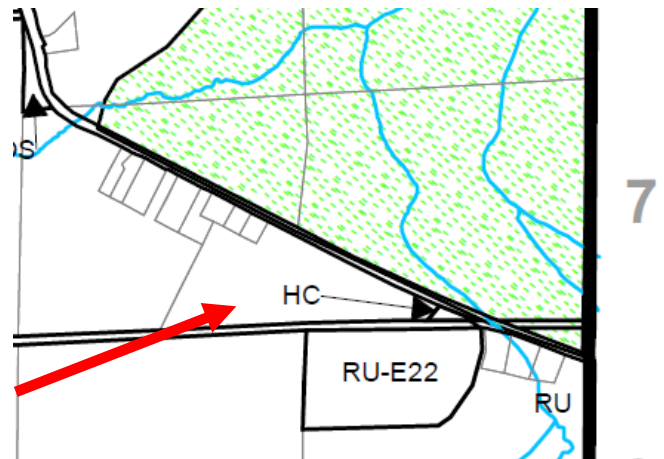


10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY (#2004-13)
 Zone(s):

Severed Rural (RU)

Lot to be Enlarged Rural (RU)

Retained Rural (RU)



Zone Requirements:

	<u>Proposed Lot Frontage</u>	<u>Minimum Required</u>	<u>Proposed Lot Area</u>	<u>Minimum Required</u>
Severed	18.28 m	45 m	5.47 Ha	4047 m²
Total, if Lot Addition	64 m	45 m	0.29 Ha	4047 m²
Retained	451.55 m	45 m	5.69 Ha	4047 m²

*Note: there are two concurrent lot additions applications. If both applications are granted, the final retained lands will be 4.87 hectares in area with 339.88 metres of road frontage.

PART B – COMMENTS

1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA

No Concerns Concerns

Explanation of Concerns:

No issues

2. CONFORMITY WITH OFFICIAL PLAN

- (a) The proposal conforms with the Official Plan, based on the information available to this Department.
- (b) The proposal will conform with the Official Plan if/when, (Sec. Nos.)
- (c) The proposal does not meet the intent of the Official Plan because,

3. CONFORMITY WITH ZONING BY-LAW

- (a) The proposal appears to meet the requirements of the Zoning By-law.
- (b) The severed/retained portion/overall proposal would contravene the By-law because,

4. SUBMITTED STUDIES

5. AGENCY COMMENTS

Favourable comments were received from the Township.

Twp. of Admaston/Bromley

The Building and Sewage Inspector approves the suitability of the severed and retained lands for private sewage disposal provided systems must comply with the Ontario Building Code and all applicable law.

6. GENERAL PLANNING COMMENTS

As indicated in Part B-Section 3 of this Report, there are no Provincial land use planning issues to be addressed.

As a result of the lot addition the property would increase from 0.29 hectares to 5.76 hectares, and the road frontage would increase from 45.72 metres to 64 metres. The existing lot is considered to be an undersized lot. As a result of the lot addition, the enlarged lot will meet the lot area requirements in the Township Zoning By-law.

Consent Policies

Section 50(12) of the Planning Act provides that where a parcel of land is severed under Section 53, no further planning approval is required for subsequent conveyance of the identical parcel of land. The provision embodies the concept of "once a consent, always a consent." The issue is that the proposed lot addition parcel will not merge with the property located at 779 Opeongo Road.

To allow the lots to properly merge on title, severance B82/1992 will need to be cancelled. To do so, an application to cancel severance B82/1992 must be submitted to the County of Renfrew. This cancellation can be accomplished as a condition of approval for the proposed lot addition application

Transportation

The severed and retained lands have road frontage along Opeongo Road.

Favourable comments were received from the Township Public Works Department.

7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted.
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not.
- (c) The proposal may be acceptable when the following matters are addressed and resolved:
- (d) Conditions to the giving of consent should be considered for the following:
- Registered Plan of Survey:
 - Zoning By-law Amendment:
 - Minor Variance:
 - Private Road Agreement:
 - Development Agreement:

- Site Plan Control Agreement:
- Notice on Title:
- Shoreline Road Allowance Closure / Acquisition:
- Other: Certificate of cancellation
Standard lot consolidation requirement

(e) There are serious planning concerns, refusal is recommended.

(f) Other Recommendations:

Date: July 26, 2022
Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP
County Planner
Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

NOV/2021

TOWNSHIP OF ADMASTON/BROMLEY
R. R. #2
RENFREW, ON K7V 3Z5

Date: April 7, 2022

To: Admaston/Bromley Township

From: Steve Visinski, Acting Road Superintendent

Re: Municipal Public Road – Opeongo Road

Severance Application No. B204/21 & B205/21

Owner: Clare & Bert Bennett

Type of Municipal Road the subject lot fronts on:

	Year	Round	Seasonally	Other
Severed Lot	✓	_____	_____	_____
Retained Lot	✓	_____	_____	_____

Severed Lot: ✓	Will provide entrance permit off Municipal road	Will not provide entrance permit off Municipal road	Approved entrance already exists off Municipal Road
Retained Lot	_____	_____	_____

Is road widening or dedication required? Yes No

Would approval of this severance create any civic addressing conflicts? Yes No

Does a school bus service the area at the present time? Yes No

Would the proposed use of land place an undue burden on the provision of municipal services such as road maintenance?

Comments:

Yes No



Steve Visinski
Road Superintendent

TOWNSHIP OF ADMASTON/BROMLEY



477 Stone Road, RR 2
Renfrew, ON K7V 3Z5

Date: April 7, 2022

To: Alana L. Zadow
Secretary-Treasurer
Land Division Committee

From: Dennis Fridgen, Building & Sewage Inspector

Re: Private Sewage Disposal

Severance Application No: B204/21 & B205/21

Owner: Clare and Bert Bennett

I **APPROVE** the suitability of the above severed lands for private sewage disposal.

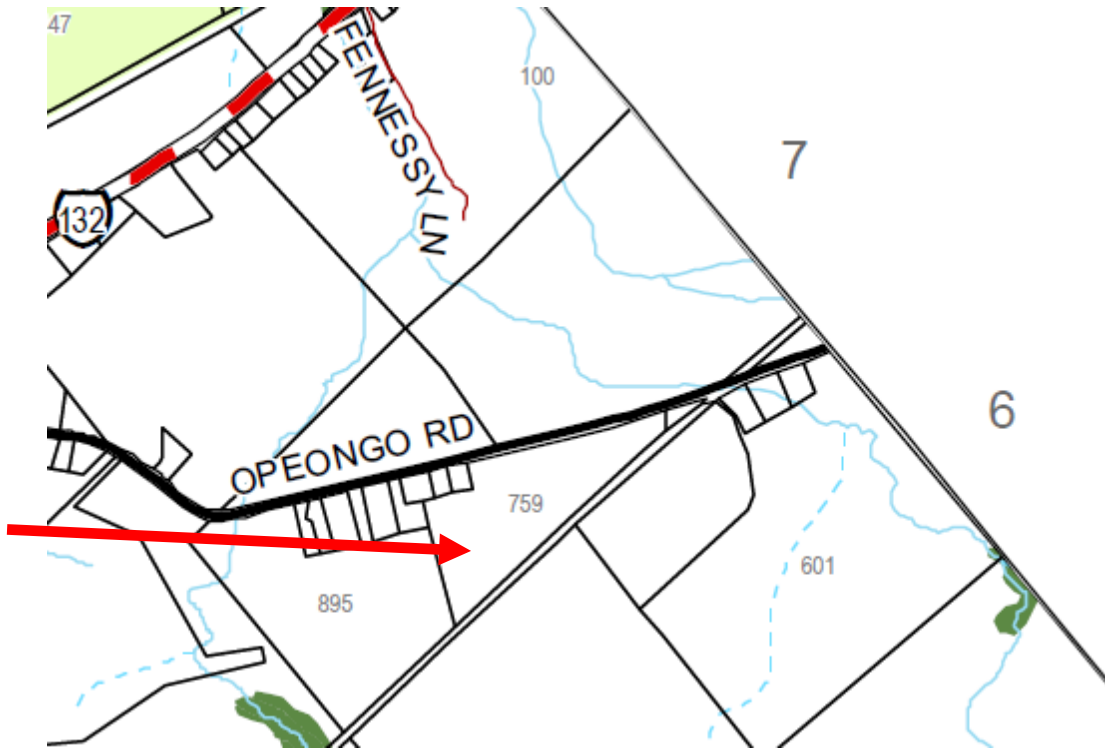
I **DO NOT APPROVE** the suitability of the above severed & retained lands for private sewage disposal.

COMMENTS:

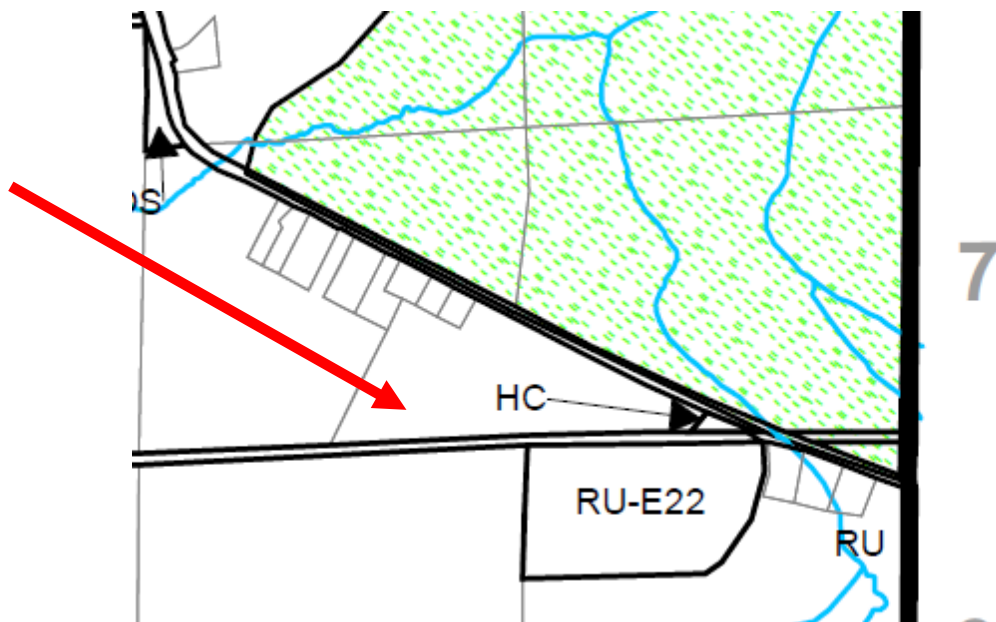
SYSTEMS MUST COMPLY WITH THE OBC
AND ALL APPLICABLE LAW


Signature Building & Sewage Inspector

County of Renfrew Official Plan Schedule A (Admaston/Bromley)

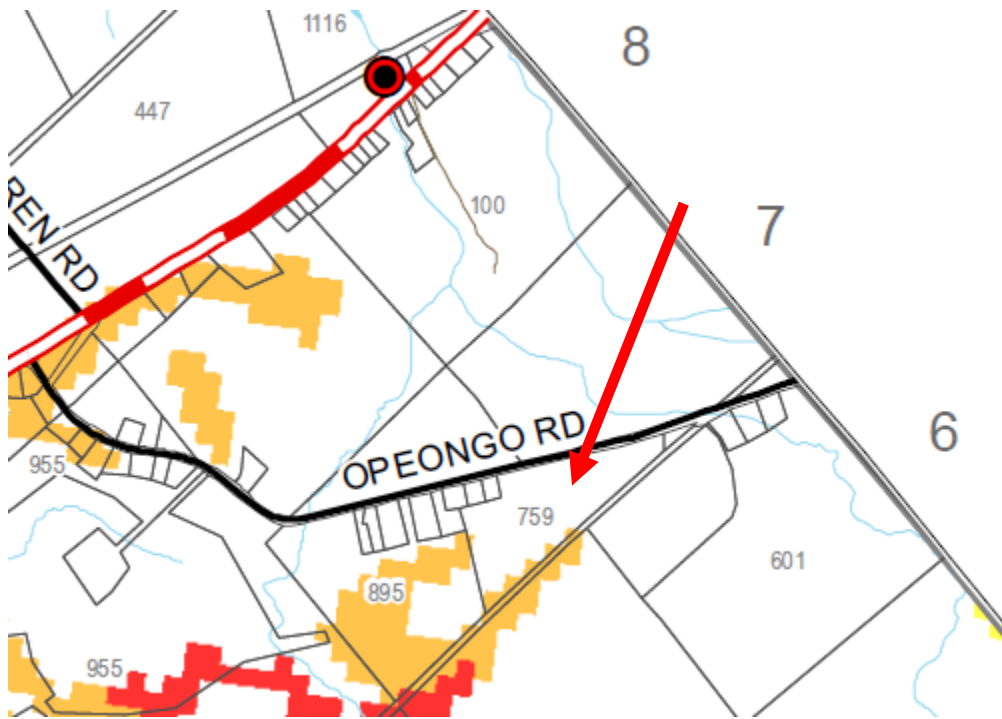


Township of Admaston - Zoning By-law Schedule

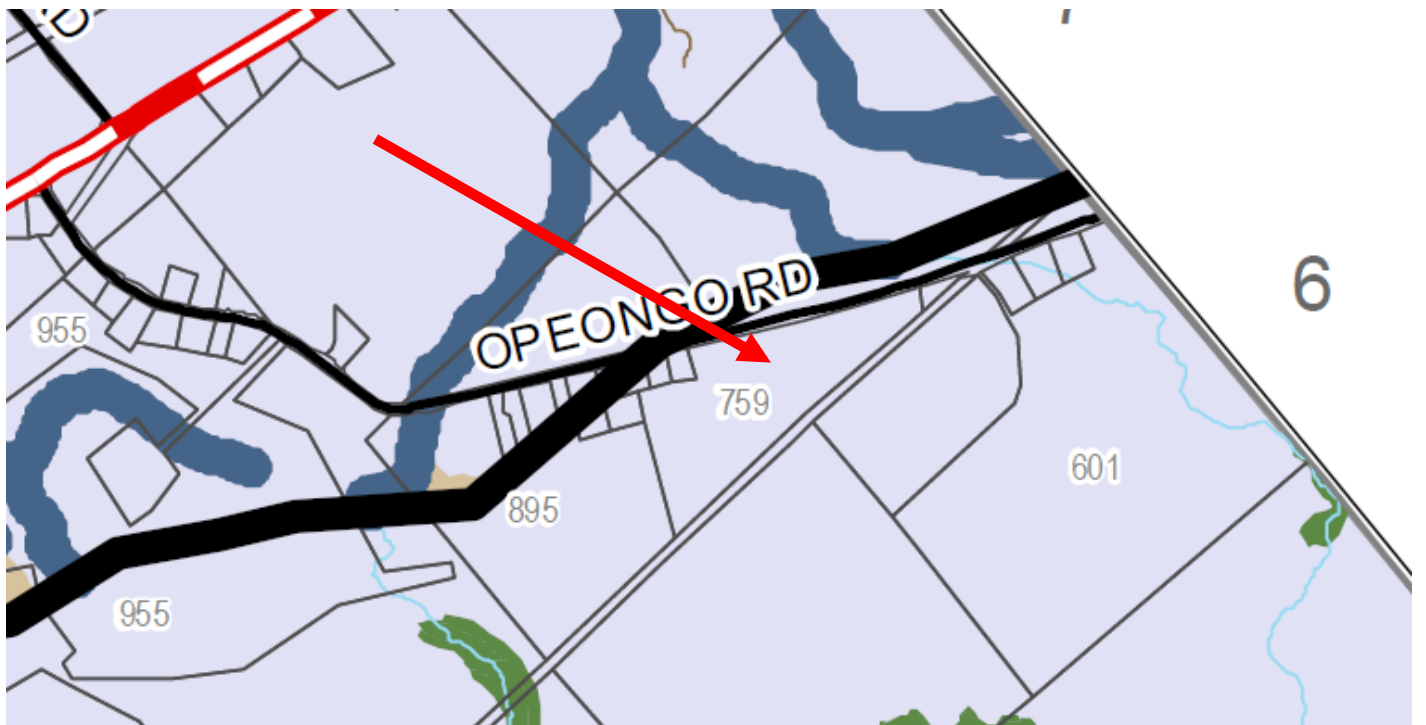


APPLICABLE County of Renfrew Official Plan Schedule B Maps

Schedule B Map 1 Hazards



Schedule B Map 4 Natural Heritage Features



COUNTY OF RENFREW OFFICIAL PLAN SCHEDULE B MAP LEGENDS

SCHEDULE "B" – Map 1 Hazards Map

	Propane Facility		Water
	Slip Clay Sites		Karst - known
	Abandoned Mine Sites		Karst - inferred
	Provincial Highway		Karst - potential
	County Road		Non County Areas
	Municipal Road		Licensed Septage Hauler Area
	Municipal Seasonal Road		Municipal Boundary
	Private Road		Active Waste Disposal Site
	Crown Road		Inactive Waste Disposal Site
	Floodline		Wellhead Protection Area
	Unstable Slope	Wildland Hazard	
	Permanent Stream/River		Extreme
			High
			Pine - Needs Evaluation

SCHEDULE "B" – Map 2 Infrastructures Map

	Highway 17 Proposed Expansion		Pipeline
	Provincial Highway		County Trail
	County Road		Permanent Stream/River
	Municipal Road		Water
	Municipal Seasonal Road		Non County Areas
	Private Road		Municipal Boundary
	Crown Road		Active Waste Disposal Site
	Hardened Shoulders		Inactive Waste Disposal Site
	Abandoned Rail Corridor		

SCHEDULE "B" – Map 3 Mining & Mineral Aggregate Resources

	Provincial Highway		Aggregate Site Authorize
	County Road		Aggregate Site Authorize
	Municipal Road		Bedrock
	Municipal Seasonal Road		Sand & Gravel
	Private Road		Mining Resource
	Crown Road		Copper & Nickel
	Permanent Stream/River		Copper & Zinc
	Water		Dolomite
	Non County Areas		Magnesium
	Municipal Boundary		Zinc & Lead

SCHEDULE "B" – Map 4 Natural Heritage Features

	Provincial Highway		ANSI, Earth Science
	County Road		ANSI, Life Science
	Municipal Road		ANSI Earth Buffer 50m
	Seasonal Road		ANSI Life Buffer 120m
	Private Road		Significant Woodlands
	Crown Road		Non County Areas
	Permanent Stream/River		Valley/Lands
	Municipal Boundary		Deer Wintering Area
	Ecoregion - 6E	Watersheds	
	Water		Petawawa-Barron Watershed and Upper Renfrew County Watershed
	At Capacity Lake		Muskrat, Indian, Westmeath Watershed
	Environmental Protection Area		Bonnechere River Watershed
	Provincially Significant Wetland		Madawaska River Watershed
	PSW 120m Buffer		



Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: August 4th, 2022

To: Council

From: Mitchell Ferguson

Re: Consent Application/Lot Addition B205/21

Background:

A Consent application was submitted to the County of Renfrew to sever 0.82 hectares of land abutting Opeongo Road, to add to the abutting property which is 0.26 hectares in area. In accordance with Sections 53(11) and 53(5)(a) of the Planning Act, the municipality is required to provide written comments regarding the severed and retained lands. The County of Renfrew development and property department have provided the Township with a consent planning report to provide Council and Staff with more information.

Financial Implications:

None at this time.

People Consulted:

County of Renfrew – Development and Property Department

Chief Building Official

Acting Public Works Superintendent

Recommendation for Council:

BE IT RESOLVED that Admaston/Bromley Council accept in principle Consent Application B205/21 submitted by Bruce Bennett who is acting as an agent on behalf of Clare & Bert Bennett, so long as requirements of commenting agencies are satisfied.

B205/21(2)



Name of Approval Authority:
County of Renfrew
9 International Drive,
Pembroke, ON K8A 6W5
Tel: 613-735-3204
Fax: 613-735-2081
Toll Free: 1-800-273-0183
www.countyofrenfrew.on.ca

APPLICATION FOR CONSENT
Under Section 53 of the Planning Act

Please print and complete or (✓) appropriate box(es). Fields outlined in red are required fields to be completed
Black arrows (▶) denote prescribed information required under Ontario Regulation 197/96.

DEC 20 2021

1. OWNER INFORMATION (Please use additional page for owners with different addresses.)			
▶ 1.1 Name of Owner(s): Clare and Bert Bennett			
Mailing Address: 1851 Hwy 132 RR 4	Town/City: Renfrew	Province: ON	Postal Code: K7V 3Z7
Telephone No.: (Home)	(Work)	(Fax)	
Email Address: bennettcb@gmail.com			
▶ 1.2 Name of Owner's Authorized Agent (if applicable): Bruce Bennett			
Mailing Address: 779 Opeongo Road	Town/City: Renfrew	Province: ON	Postal Code: K7V 3Z5
Telephone No.: (Home) (613) 432-7973	(Work) (613) 432-3891	(Fax)	
Email Address: ovo@nrtco.net			
1.3 Please specify to whom all communications should be sent: Both			
2. DESCRIPTION OF THE SUBJECT LAND (Severed and Retained) Complete applicable boxes in 2.1			
▶ 2.1 Municipality: Admaston/Bromley Former Township: Admaston Lot(s) No.: 7 Concession: 1	Subdivision Lot(s) No.: Subdivision Plan No.: Part(s) No.: Reference Plan No.: 49R- 1401		
Civic Address of subject lands/Road Name: 759 Opeongo Road			
▶ 2.2 Are there any existing easements or restrictive covenants affecting the subject land? No If Yes, describe each easement or covenant and its effect.			
3. PURPOSE OF THIS APPLICATION			
▶ 3.1 Type and purpose of proposed transaction (✓ appropriate box): <input type="checkbox"/> Creation of a New Lot <input checked="" type="checkbox"/> Lot Addition/Lot Line Adjustment (see also 3.3) <input type="checkbox"/> Create Easement/Right-of-Way <input type="checkbox"/> A Charge/Mortgage <input type="checkbox"/> A Lease <input type="checkbox"/> A Correction of Title <input type="checkbox"/> Other (Please Specify)			
▶ 3.2 Name of person(s), if known, to whom land or interest in land is to be transferred, leased or charged: Brian And Coleen Bennett			

4. INFORMATION REGARDING THE LAND INTENDED TO BE SEVERED, THE LAND TO BE RETAINED AND THE LAND TO BE ADDED TO (if applicable)							
▶ 4.1 Dimensions		Severed	select measure- ment	Retained	select measure- ment	Lands being added to	select measure- ment
	Road Frontage	111.67	m	339.88	m	109.63	m
	Depth	100.20	m	191.50	m	48.24	m
	Area	0.8200	ha	4.8700	ha	0.2600	ha
▶ 4.2 Use of the property	Existing Use(s)	vacant		residential		residential	
	Proposed Use(s)	residential		residential		residential	
▶ 4.3 Buildings or Structures	Existing	1 sheds		2 barn and 1 house house is unfinished		1 house 1 shed	
	Proposed	NONE		NONE		NONE	
▶ 4.4 Official Plan Designation		rural		rural		highway commercial	
4.5 Current Zoning		RU		RU		HC	

▶ 4.6 Access (✓ appropriate space)		Severed	Retained	Lands being added to
	Provincial Highway	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Municipal road, maintained all year	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Municipal road, seasonally maintained	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	County road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Crown road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other public road	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Registered right of way (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Private Road (Unregistered) (see 4.7)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Access (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If water access only, state the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road (attach schedule if more room is required):				
4.7 If access to the subject land is not by a public road, you MUST include proof of your right of access. (include deed).				
Will a road extension be required?		No		

▶ 4.8 Water Supply		Severed	Retained	Lands being added to
(✓ type of existing service OR type that would be used if lands were to be developed)	Publicly owned and operated piped water system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privately owned and operated individual well	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Privately owned and operated communal well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Lake or other water body	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.9 Sewage Disposal	Publicly owned and operated sanitary sewage system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(✓ type of existing service OR type that would be used if lands were to be developed)	Privately owned and operated individual septic system	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Privately owned and operated communal septic system	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Privy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Other means	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
▶ 4.10 Other Services (✓ if service is available)	Electricity	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	School Busing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Garbage Collection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. PROVINCIAL POLICY STATEMENT

▶ 5.1 Is the requested consent consistent with the Provincial Policy Statement issued under Section 3(1) of the Planning Act?

Yes

6. HISTORY OF THE SUBJECT LAND

▶ 6.1 Has the subject land ever been the subject of an application for approval of a Plan of Subdivision under Section 51 of the Planning Act, or an application for Consent (Severance) under Section 53 of the Planning Act?

Yes

If you answered **Yes** in 6.1, and if you **Know**, please specify the file number of the application.

B400/74, B257/78, B324/84, B66/92, B82/92 & B101/94

6.2 If this application is a re-submission of a previous consent application, describe how it has been changed from the original application and provide the previous file number.

▶ 6.3 Has any land been severed from the parcel originally acquired by the current owner of the subject land? **Yes**

If **Yes**, provide for each parcel severed, the date of transfer, the name of the transferee and the land use on the severed land:

Severed Parcel	Date of Transfer	Name of Transferee	Severed Land Use
B324/1984	JAN 01/1984 ?	Brian Bennett	Residential
B66/1992	JAN21/1983	Ian Bennett	Residential
B82/1992	Jan 21, 1993	Bruce Bennett	Residential

7. OTHER CURRENT APPLICATIONS	
▶ 7.1 Is the subject land the subject of any other application under the Planning Act such as an additional Application for Consent (ie. severance), Zoning By-Law amendment, Official Plan amendment, Minister's Zoning order, Minor Variance, or approval of a Plan of Subdivision? Yes	
If Yes , and if Known , specify the appropriate file number and status of the application.	
Type of Application: Lot Addition Concurrent	File # (if known):
Number of Applications: 1	Status (if known):

8. SKETCH	
▶ 8.1 Please attach a sketch to the one original and seven duplicate consent applications. Each sketch shall have the severance parcel outlined in red and the retained parcel in green.	
▶ 8.2 The sketch shall show the following information:	
<ul style="list-style-type: none"> a. the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land; b. the approximate distance between the subject land and the nearest township lot line or landmark, such as a bridge or railway crossing; c. the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained; d. the location of all land previously severed from the parcel originally acquired by the current owner of the subject land; e. the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that are <ul style="list-style-type: none"> i. located on the subject lands and on land that is adjacent to it, and ii. in the applicant's opinion may affect the application; f. the current uses of land that is adjacent to the subject land (for example residential, agricultural or commercial); g. the location, width and name of any roads within or abutting the subject land indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way; h. if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and i. the location and nature of any easement affecting the subject land. 	
* Please show the location of any well, septic tank, septic field, or weeping bed on both the severed and retained parcels and the setbacks for any existing well, septic tank, septic field and/or weeping bed from the proposed new lot line.	

9. OTHER INFORMATION	
9.1 Is there any other information that you think may be useful to the County of Renfrew or other agencies in reviewing this application? If so, explain below or attach on a separate page.	
<p>Severed Portion to be a lot addition to:</p> <p>Assessment Roll Number 4742 042 010 01650 0000 677 Opeongo Road ADM Con 1 Pt Lot 7 RP49R7353 part 1 Admaston/Bromley</p> <p>barns on retained property incapable of housing livestock - used as storage</p>	

10. AFFIDAVIT OR SWORN DECLARATION OF APPLICANT

▶ 10.1 Affidavit or Sworn Declaration for the Prescribed Information

I, Bruce Bennett of the Town of Renfrew in the County of Renfrew solemnly declare that the information required by O. Regulation 547/06 and all other information required in this application, including supporting documentation, are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the **Canada Evidence Act.**

Bruce Bennett

Signature of Applicant

Sworn (or declared) before me at the TOWNSHIP OF ADMASTON/BROMLEY in the County of Renfrew this 15th day of December, 20 21

Mitchell Ferguson

A Commissioner for Taking Affidavits, etc.

Acting Treasurer / Deputy Clerk.

NOTE: One of the purposes of the Planning Act is to provide for planning processes that are open, accessible, timely and efficient. Accordingly, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record and will be disclosed/made available by the County to such persons as the County sees fit, including anyone requesting such information. Accordingly, in providing such information, you shall be deemed to have consented to its use and disclosure as part of the planning process.



11. OWNER'S AUTHORIZATION IF THE OWNER IS NOT MAKING THE APPLICATION

(Please complete either 11.1 or 11.2 whichever is applicable.)

▶ 11.1 If the owner is not making the application, the following owner's authorization is required.

AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, Clare Bennett & Bert Bennett, am the owner(s) of the land that is the subject of this application for a consent and I/we authorize Bruce Bennett to make this application and provide instruction/information on my/our behalf.

Dec 10 2021
Date

Clare Bennett
Signature of Owner

Dec 10 2021
Date

Bert Bennett (POA Clare Bennett)
Signature of Owner

▶ 11.2 If the owner is a Corporation, and is not making the application, the following owner's authorization is required.

CORPORATE AUTHORIZATION OF OWNER(S) FOR AGENT TO MAKE THE APPLICATION

I, _____, am an Officer/Director of the Corporation that is the owner of the land that is the subject of this Application for Consent, and I hereby authorize _____ to make this application and provide instruction/information on behalf of the Corporation.

Name of Corporation: _____

Date

Signature of Corporate Representative & Title

Date

Signature of Corporate Representative & Title

(I/We have authority to bind the corporation in the absence of a corporate seal.)

FOR OFFICE USE ONLY

Committee File No.: B205/21(2)
Hearing Date (if appl.): _____
Date of Receipt of Application: Dec 20/21
Date deemed complete: Dec 28/21
Checked by: [Signature]
Authorization of Owner Received: Yes No N/A
Date: Mar 29/22 Alana Zadow
Secretary-Treasurer, Land Division Committee



Lot 7, Concession 1
Municipality - Kenton City

Brian Coleen Bennett
Map #2 Blown Up

Rocky Pasture

Retain Parcel
RU

Lot 7 - Concession 1

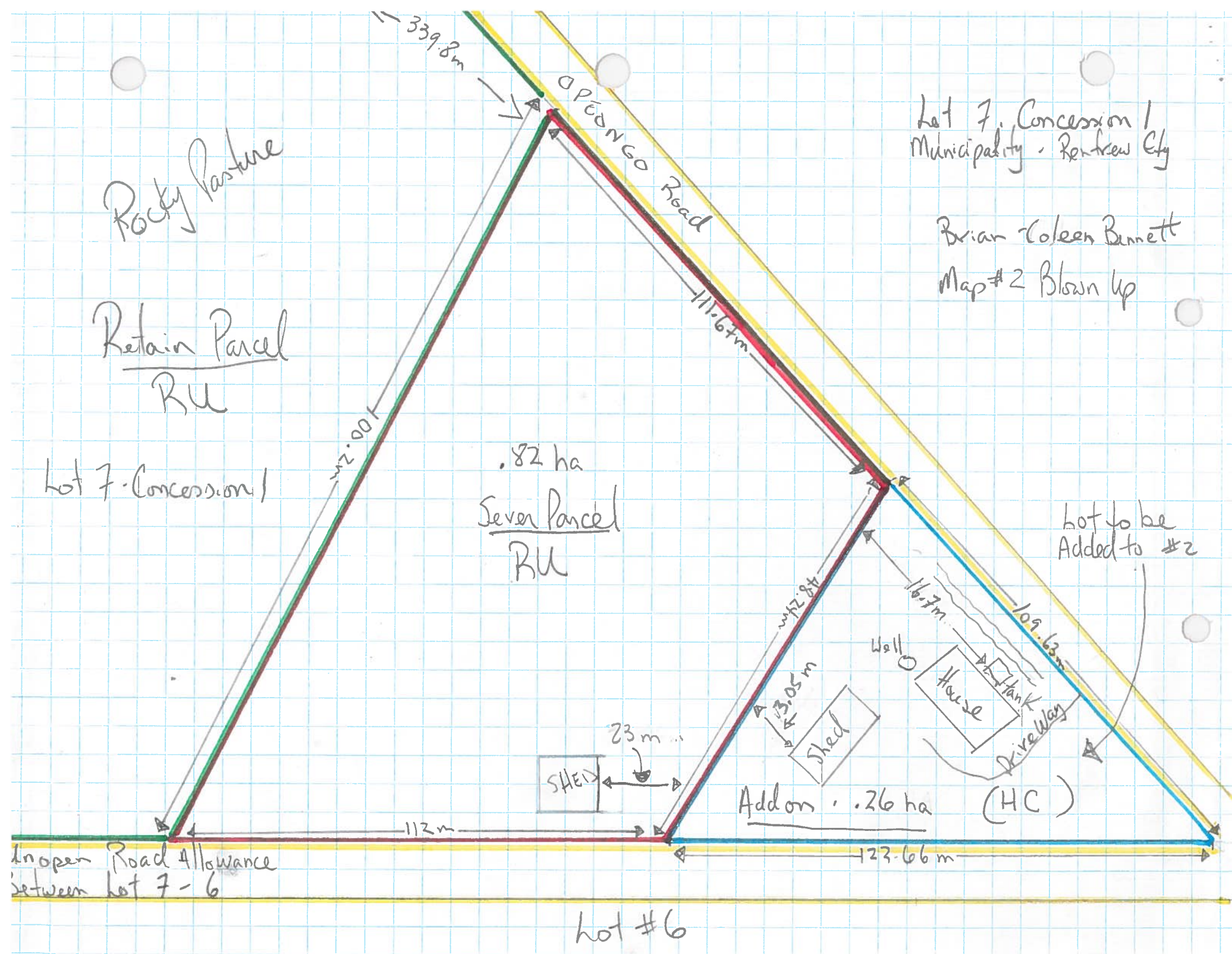
.82 ha
Seven Parcel
RU

lot to be
Added to #2

Addons .26 ha (HC)

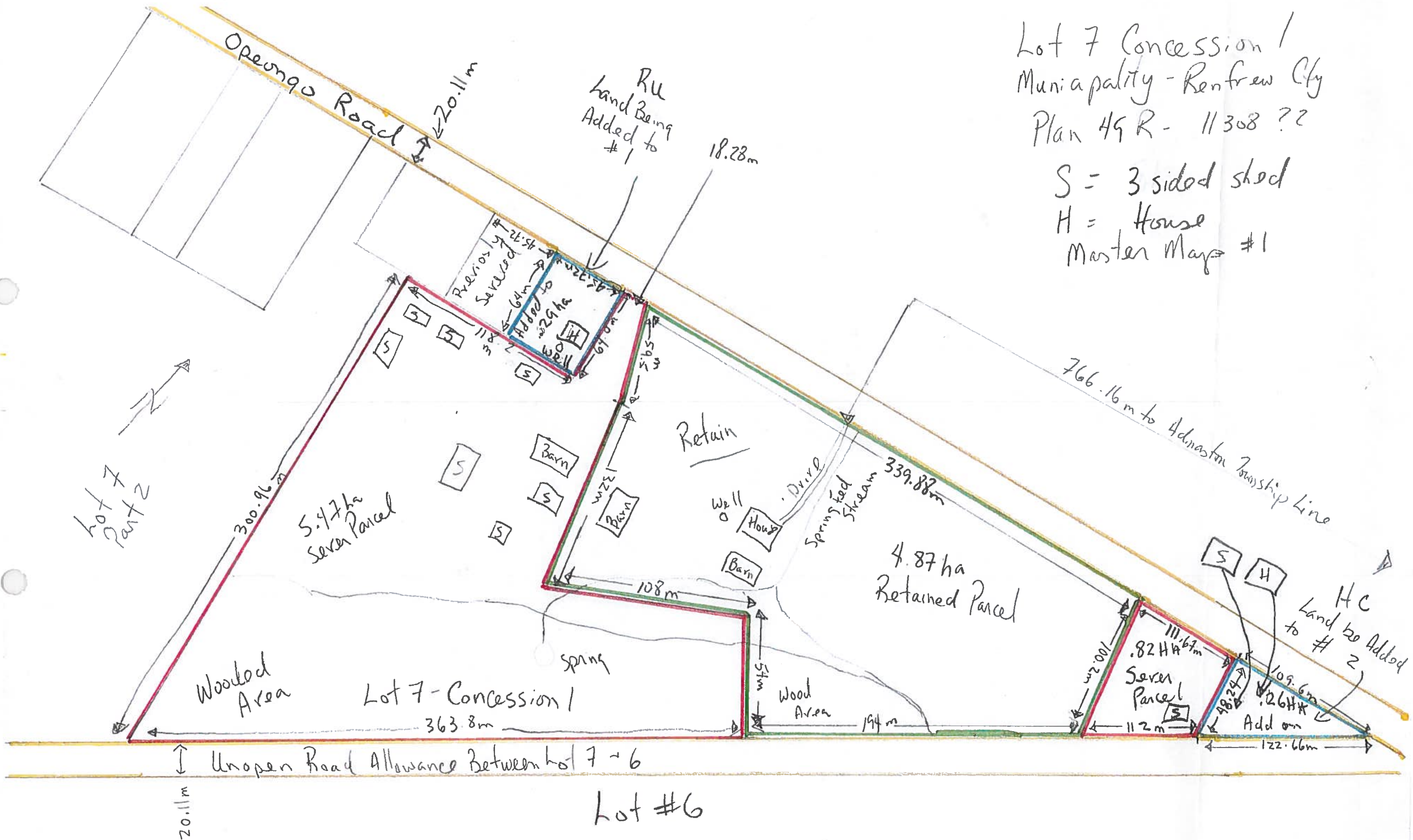
lot #6

In open Road Allowance
between lot 7 - 6



Lot 7 Concession 1
 Municipality - Renfrew City
 Plan 49 R - 11308 ??

S = 3 sided shed
 H = House
 Master Map #1



lot 7 Part 2

5.47 ha Sever Parcel

Lot 7 - Concession 1

4.87 ha Retained Parcel

0.82 ha Sever Parcel

Lot #6

PART A - BACKGROUND

1. FILE NO.: **B205/21(2)**

2. APPLICANTS: Clare & Bert Bennett
Agent: Bruce Bennett

3. MUNICIPALITY: Township of Admaston/Bromley
(Geographic Township of Admaston)

4. LOT: Part Lot 7 CON.: 1 STREET: 759 Opeongo Road

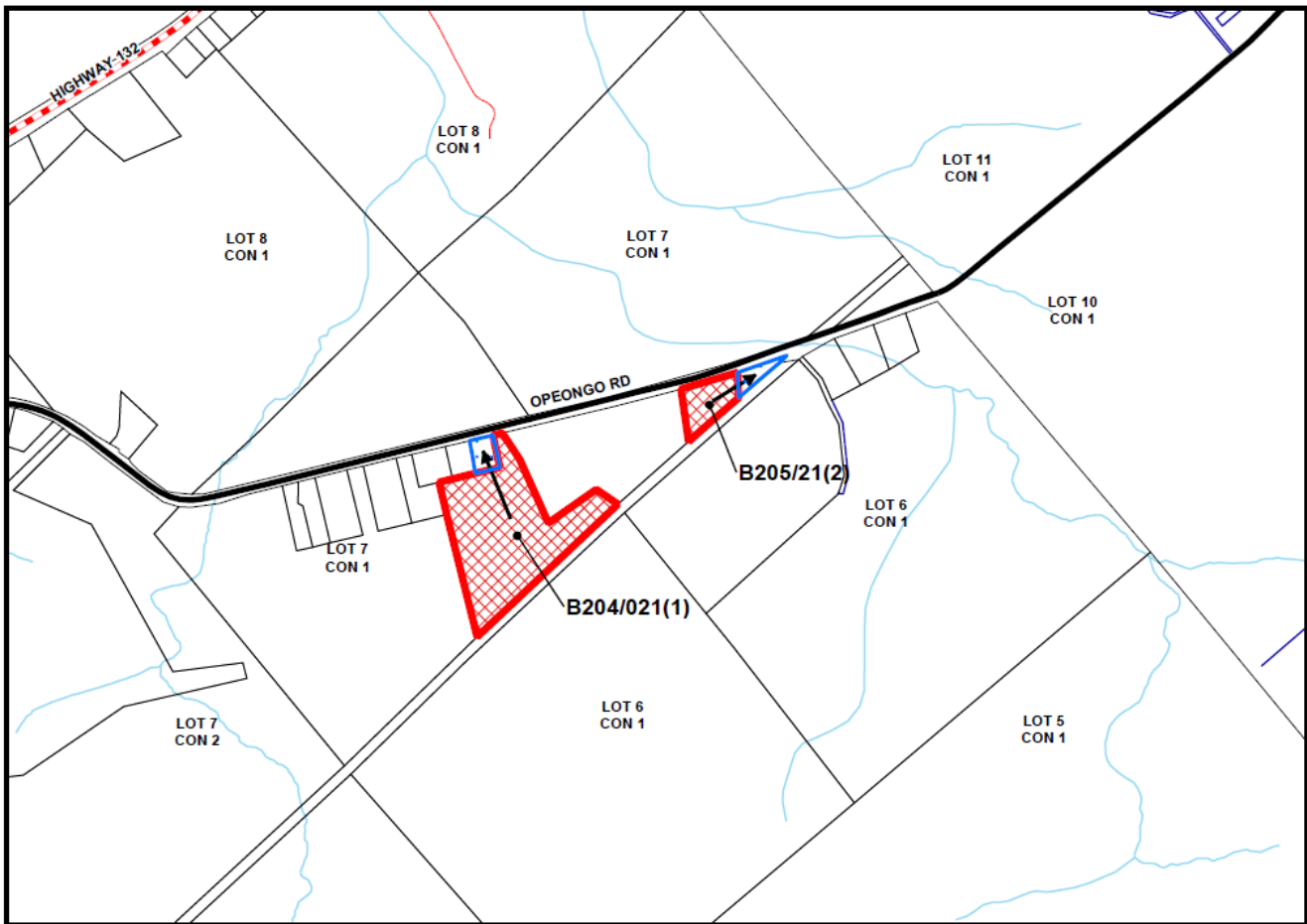
5. PURPOSE: Lot addition to abutting property at 677 Opeongo Road owned by Brian and Coleen Bennett

6. DESCRIPTION OF APPLICATION:

The owners are severing 5.47 hectares in area with 18.28 metres of road frontage along Opeongo Road to add to the abutting property owned by Bruce and Sandi Bennett which is 0.29 hectares in area with 45.72 metres of road frontage. The severed lands have ten sheds and one barn. The Bennett property has one dwelling.

The owners are also severing 0.82 hectares in area with 111.67 metres of road frontage along Opeongo Road to add to an abutting property owned by Brian and Coleen Bennett which is 0.26 hectares in area with 109.63 metres of road frontage. The severed lands have 1 existing shed. The Bennett property has one house and one shed.

The final retained lands will be 4.87 hectares in area with 339.88 metres of road frontage along Opeongo Road and will contain an existing dwelling (unfinished) and two barns that are used as storage.



7. LOT DIMENSIONS AND USE OF LANDS

	Frontage	Area	Structures
Existing Lot	469.83 m	11.16 Ha	Dwelling, barns and sheds
Severed	111.67 m	0.82 Ha	1 shed
Lot to be enlarged	109.63 m	0.26 Ha	Dwelling and shed
Retained	358.16 m	10.34 Ha	Dwelling, sheds and barns

8. SEVERANCE HISTORY

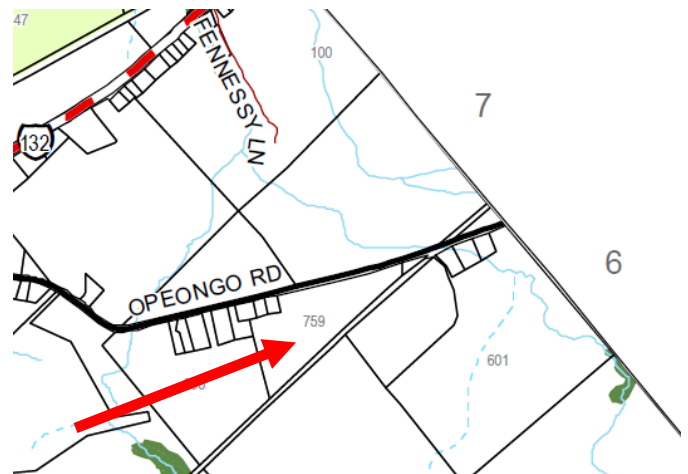
Number of new lots from original holding (1971) 4 Previous Severances: B540/73, B324/84, B66/92 & B82/92

9. OFFICIAL PLAN OF THE COUNTY OF RENFREW
 Official Plan Designation(s):

Severed Rural

Lot to be Enlarged Rural

Retained Rural

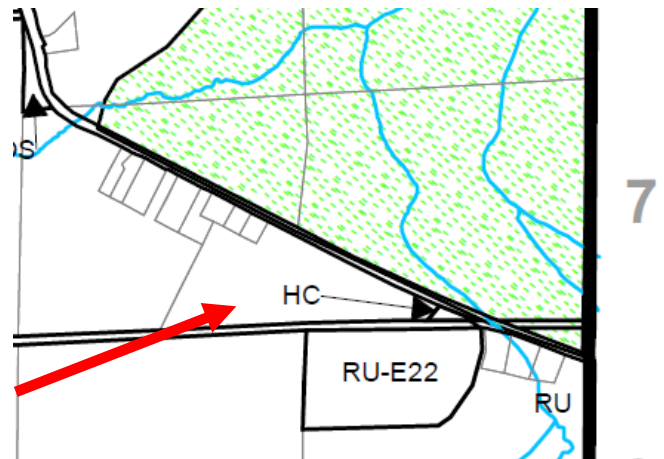


10. ZONING BY-LAW OF THE TOWNSHIP OF ADMASTON/BROMLEY (#2004-13)
 Zone(s):

Severed Rural (RU)

Lot to be Enlarged Highway Commercial (HC)

Retained Rural (RU)



Zone Requirements:

	<u>Proposed Lot Frontage</u>	<u>Minimum Required</u>	<u>Proposed Lot Area</u>	<u>Minimum Required</u>
Severed	111.67 m	45 m	5.47 Ha	4047 m²
Total, if Lot Addition	221.3 m	30 (HC) m 45 (RU) m	0.29 Ha	4047 (HC/RU) m²
Retained	358.16 m	45 m	10.34 Ha	4047 m²

*Note: there are two concurrent lot additions applications. If both applications are granted, the final retained lands will be 4.87 hectares in area with 339.88 metres of road frontage.

PART B – COMMENTS

1. PROVINCIAL POLICY STATEMENT and MUNICIPAL PLAN REVIEW DATA

No Concerns Concerns

Explanation of Concerns:

No issues

2. CONFORMITY WITH OFFICIAL PLAN

- (a) The proposal conforms with the Official Plan, based on the information available to this Department.
- (b) The proposal will conform with the Official Plan if/when, (Sec. Nos.)
- (c) The proposal does not meet the intent of the Official Plan because,

3. CONFORMITY WITH ZONING BY-LAW

- (a) The proposal appears to meet the requirements of the Zoning By-law.
- (b) The severed/retained portion/overall proposal would contravene the By-law because,
 The severed and enlarged lot will be split zoned – Highway Commercial (HC) and Rural (RU).

4. SUBMITTED STUDIES

5. AGENCY COMMENTS

Twp. of
Admaston/Bromley

Favourable comments were received from the Township.

The Building and Sewage Inspector approves the suitability of the severed and retained lands for private sewage disposal provided systems must comply with the Ontario Building Code and all applicable law.

6. GENERAL PLANNING COMMENTS

As indicated in Part B-Section 3 of this Report, there are no Provincial land use planning issues to be addressed.

As a result of the lot addition the property would increase from 0.26 hectares to 1.08 hectares, and the road frontage would increase from 109.63 metres to 221.3 metres. The existing lot is considered to be an undersized lot. As a result of the lot addition, the enlarged lot will meet the lot area requirements in the Township Zoning By-law.

Consent Policies

Section 50(12) of the Planning Act provides that where a parcel of land is severed under Section 53, no further planning approval is required for subsequent conveyance of the identical parcel of land. The provision embodies the concept of "once a consent, always a consent." The issue is that the proposed lot addition parcel will not merge with the property located at 677 Opeongo Road.

To allow the lots to properly merge on title, severance B324/1984 will need to be cancelled. To do so, an application to cancel severance B324/1984 must be submitted to the County of Renfrew. This cancellation can be accomplished as a condition of approval for the proposed lot addition application

Transportation

The severed and retained lands have road frontage along Opeongo Road.

Favourable comments were received from the Township Public Works Department.

Zoning By-law

The severed lands are zoned Rural (RU), and the lands to be enlarged are zoned Highway Commercial (HC). As a result of the lot addition, the entire enlarged lot will be split zoned: RU and HC.

A zoning by-law amendment is required as a condition of the consent to ensure the enlarged lot is in the same zone.

7. RECOMMENDATIONS

- (a) Planning concerns have NOT been identified in this report. Therefore, consent can be granted.
- (b) There are some planning concerns that must be dealt with as follows, before determining whether the consent can be supported or not.
- (c) The proposal may be acceptable when the following matters are addressed and resolved:
- (d) Conditions to the giving of consent should be considered for the following:
 - Registered Plan of Survey:

- Zoning By-law Amendment: Rezone the severed lands to ensure the entire enlarged lot is in the same zone.
- Minor Variance:
- Private Road Agreement:
- Development Agreement:
- Site Plan Control Agreement:
- Notice on Title:
- Shoreline Road Allowance Closure / Acquisition:
- Other: Certificate of cancellation
Standard lot consolidation requirement

(e) There are serious planning concerns, refusal is recommended.

(f) Other Recommendations:

Date: July 26, 2022
Prepared by: Lindsey Bennett-Farquhar, MCIP, RPP
County Planner
Reviewed by: Bruce Howarth, MCIP, RPP
Manager of Planning Services

NOV/2021

TOWNSHIP OF ADMASTON/BROMLEY
R. R. #2
RENFREW, ON K7V 3Z5

Date: April 7, 2022

To: Admaston/Bromley Township

From: Steve Visinski, Acting Road Superintendent

Re: Municipal Public Road – Opeongo Road

Severance Application No. B204/21 & B205/21

Owner: Clare & Bert Bennett

Type of Municipal Road the subject lot fronts on:

	Year	Round	Seasonally	Other
Severed Lot	✓	_____	_____	_____
Retained Lot	✓	_____	_____	_____

Severed Lot: ✓	Will provide entrance permit off Municipal road	Will not provide entrance permit off Municipal road	Approved entrance already exists off Municipal Road
Retained Lot	_____	_____	_____

Is road widening or dedication required? Yes No

Would approval of this severance create any civic addressing conflicts? Yes No

Does a school bus service the area at the present time? Yes No

Would the proposed use of land place an undue burden on the provision of municipal services such as road maintenance?

Comments:

Yes No



Steve Visinski
Road Superintendent

TOWNSHIP OF ADMASTON/BROMLEY



477 Stone Road, RR 2
Renfrew, ON K7V 3Z5

Date: April 7, 2022

To: Alana L. Zadow
Secretary-Treasurer
Land Division Committee

From: Dennis Fridgen, Building & Sewage Inspector

Re: Private Sewage Disposal

Severance Application No: B204/21 & B205/21

Owner: Clare and Bert Bennett

I **APPROVE** the suitability of the above severed lands for private sewage disposal.

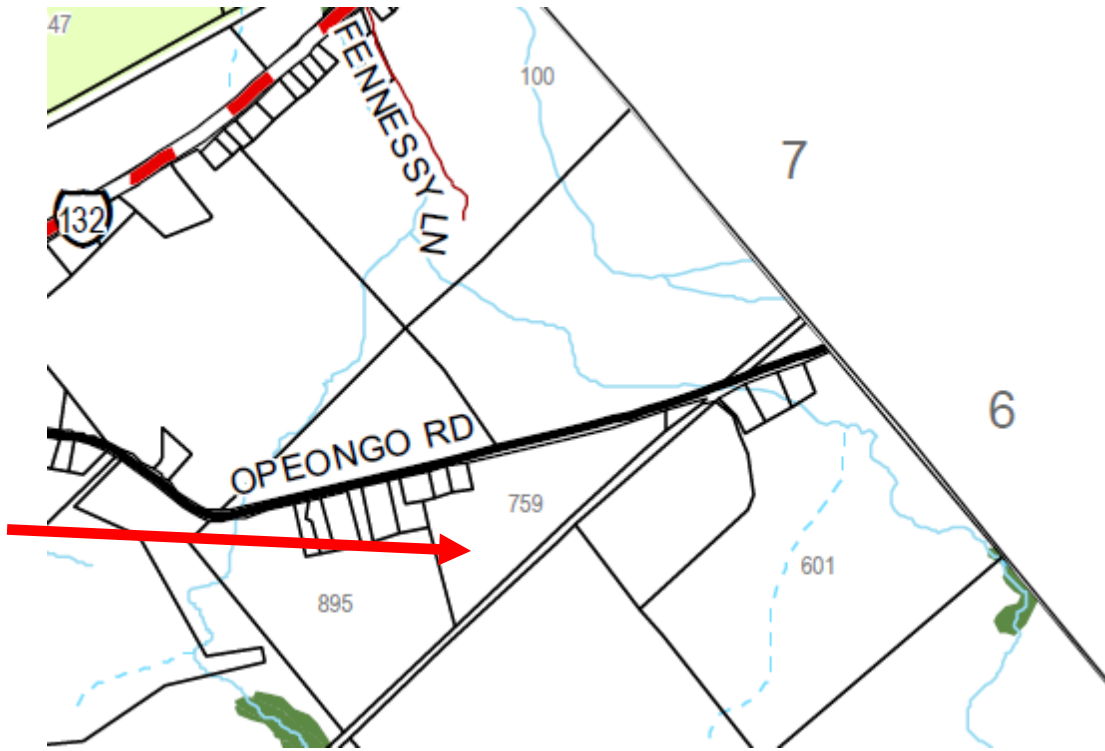
I **DO NOT APPROVE** the suitability of the above severed & retained lands for private sewage disposal.

COMMENTS:

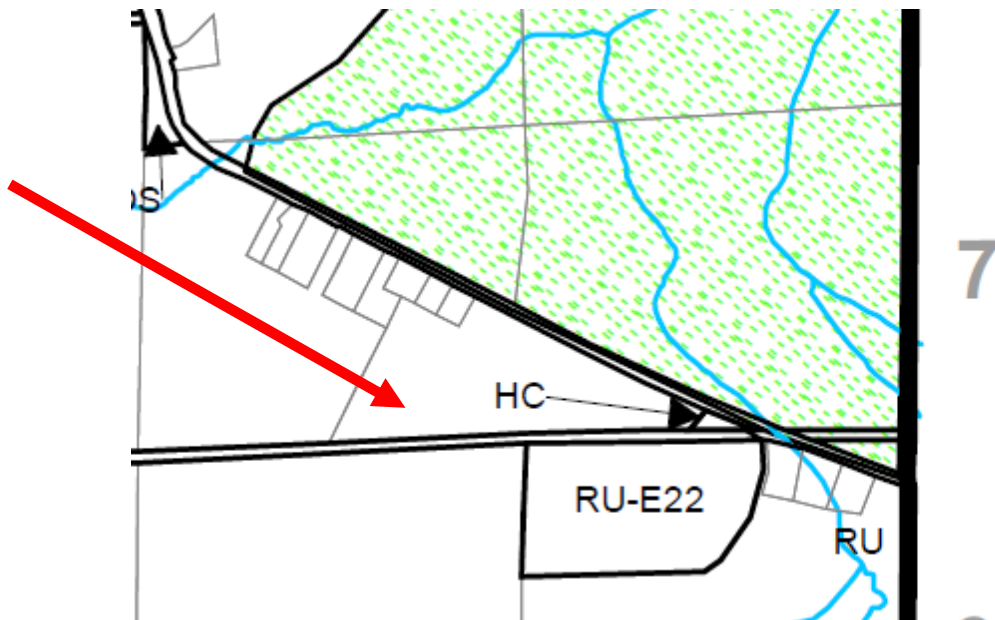
SYSTEMS MUST COMPLY WITH THE OBC
AND ALL APPLICABLE LAW


Signature Building & Sewage Inspector

County of Renfrew Official Plan Schedule A (Admaston/Bromley)

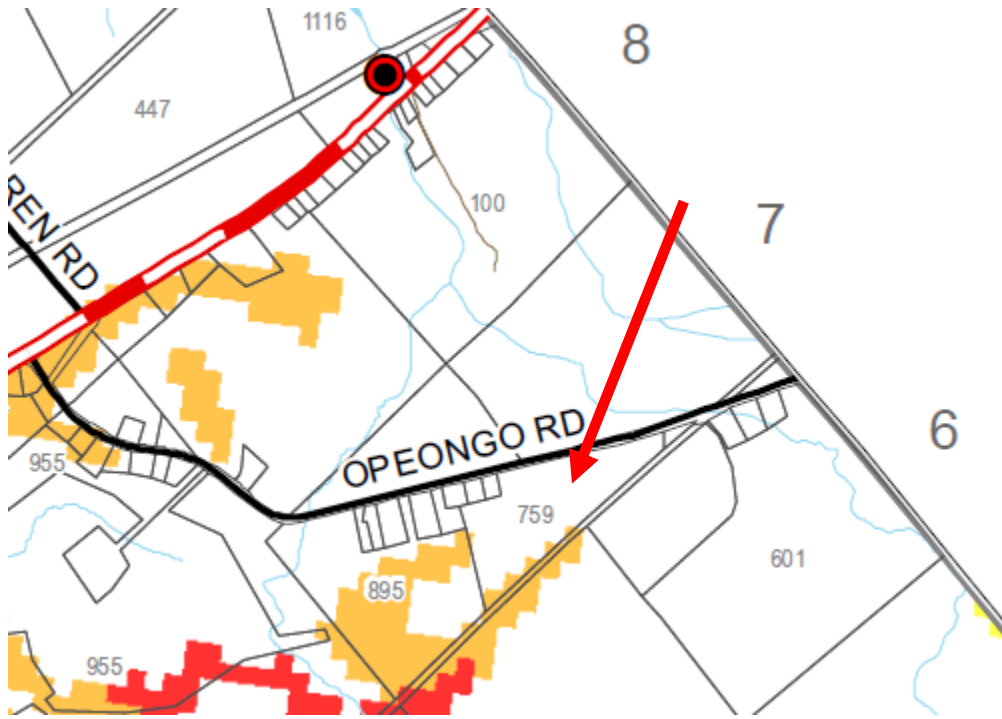


Township of Admaston - Zoning By-law Schedule

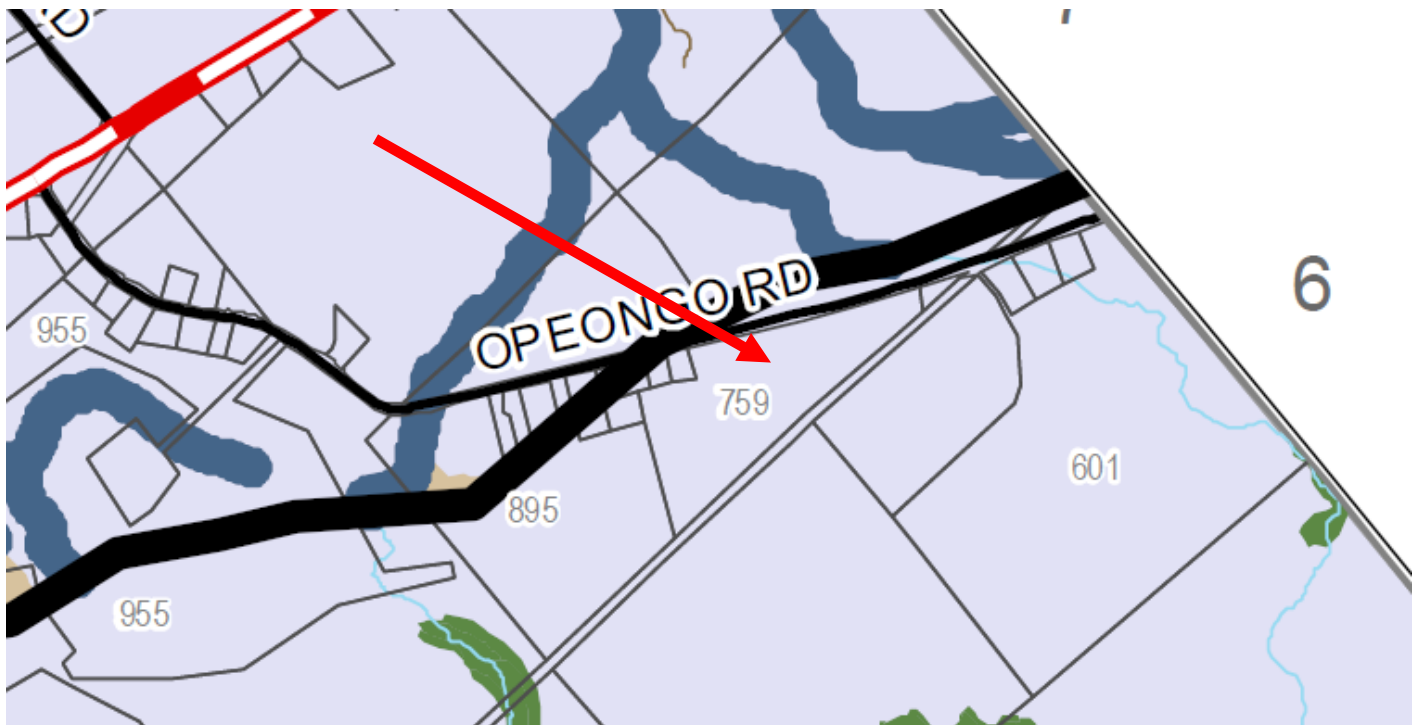


APPLICABLE County of Renfrew Official Plan Schedule B Maps

Schedule B Map 1 Hazards



Schedule B Map 4 Natural Heritage Features



COUNTY OF RENFREW OFFICIAL PLAN SCHEDULE B MAP LEGENDS

SCHEDULE "B" – Map 1 Hazards Map

	Propane Facility		Water
	Slip Clay Sites		Karst - known
	Abandoned Mine Sites		Karst - inferred
	Provincial Highway		Karst - potential
	County Road		Non County Areas
	Municipal Road		Licensed Septage Hauler Area
	Municipal Seasonal Road		Municipal Boundary
	Private Road		Active Waste Disposal Site
	Crown Road		Inactive Waste Disposal Site
	Floodline		Wellhead Protection Area
	Unstable Slope	Wildland Hazard	
	Permanent Stream/River		Extreme
			High
			Pine - Needs Evaluation

SCHEDULE "B" – Map 2 Infrastructures Map

	Highway 17 Proposed Expansion		Pipeline
	Provincial Highway		County Trail
	County Road		Permanent Stream/River
	Municipal Road		Water
	Municipal Seasonal Road		Non County Areas
	Private Road		Municipal Boundary
	Crown Road		Active Waste Disposal Site
	Hardened Shoulders		Inactive Waste Disposal Site
	Abandoned Rail Corridor		

SCHEDULE "B" – Map 3 Mining & Mineral Aggregate Resources

	Provincial Highway		Aggregate Site Authorize
	County Road		Aggregate Site Authorize
	Municipal Road		Bedrock
	Municipal Seasonal Road		Sand & Gravel
	Private Road		Mining Resource
	Crown Road		Copper & Nickel
	Permanent Stream/River		Copper & Zinc
	Water		Dolomite
	Non County Areas		Magnesium
	Municipal Boundary		Zinc & Lead

SCHEDULE "B" – Map 4 Natural Heritage Features

	Provincial Highway		ANSI, Earth Science
	County Road		ANSI, Life Science
	Municipal Road		ANSI Earth Buffer 50m
	Seasonal Road		ANSI Life Buffer 120m
	Private Road		Significant Woodlands
	Crown Road		Non County Areas
	Permanent Stream/River		Valley/Lands
	Municipal Boundary		Deer Wintering Area
	Ecoregion - 6E	Watersheds	
	Water		Petawawa-Barron Watershed and Upper Renfrew County Watershed
	At Capacity Lake		Muskrat, Indian, Westmeath Watershed
	Environmental Protection Area		Bonnechere River Watershed
	Provincially Significant Wetland		Madawaska River Watershed
	PSW 120m Buffer		



Township of Admaston/Bromley
477 Stone Road, R.R. #2
Renfrew, ON
K7V 3Z5

E-Mail Address – info@admastonbromley.com

613-432-2885 Stone Road Office
613-432-4052 Fax

613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage

REPORT

Date: August 4, 2022
To: Council
From: Mitchell Ferguson
Re: Tenders PW2022-05 Paving Works – Various Locations

Background:

As Council is aware, previous Asphalt Tenders were received and pricing came in over budget due to higher than anticipated asphalt costs, as well as higher prices on line items, such as pavement markings, shouldering and environmental protection. All tenders were rejected by Council. Staff re-issued new Asphalt Tenders with some line items removed believing these items can be done in house at a much lower cost to remain on budget. Also important to note, there were seven (7) requests for the tender documents. However, the Township only received two (2) submissions.

Hot Mix Asphalt (50mm HL4)

South McNaughton Road – from Rowan Road to Dunfield Road (2km)
- from Dunfield Road to Bonnechere Road (3km)

Discussion:

The following are the results of the Tenders:

Tender PW2022-05 – Paving Works – South McNaughton Road

Company Name	Price	HST	Total Price incl. Taxes
Bonnechere Excavating Inc.	\$667,085.05	\$86,721.06	\$753,806.11
Greenwood Paving	\$672,930.00	\$87,480.90	\$760,410.90

Budget for Projects:

South McNaughton Road – Extension ICIP	\$350,000.00
South McNaughton Road – Construction OCIF	<u>\$380,000.00</u>
Total:	\$730,000.00

Financial Implications:

The following is a cost breakdown of the projects:

Rowan Road to Dunfield Road (2km)

PW2022-05 Hot Mix Asphalt Tender (contracted)	\$274,724.96
Granulars – 3,300t – done in house	\$ 41,250.00
Shouldering – done in house	\$ 2,600.00
<u>Pulverizing – 15,000m² – done in house</u>	<u>\$ 1,200.00</u>
Total inclusive non rebatable HST:	\$319,774.96

Dunfield Road to Bonnechere Road (3km)

PW2022-05 Hot Mix Asphalt Tender (contracted)	\$404,102.12
Granulars – 4,950t – done in house	\$ 61,875.00
Shouldering – done in house	\$ 4,000.00
<u>Pulverizing – 22,000 m² – done in house</u>	<u>\$ 1,800.00</u>
Total inclusive of non rebatable HST:	\$471,777.12

Total Actual Cost vs. Budget

<u>Hot Mix Asphalt</u>	<u>Budget</u>	<u>Actual</u>
Rowan Road to Dunfield Road (2km) (Totals inclusive non rebatable HST)	\$350,000.00	\$319,774.96
Dunfield Road to Bonnechere Road (3km) (Totals inclusive non rebatable HST)	\$380,000.00	\$471,777.12
	\$730,000.00	\$791,552.08

Actual costs with proposed pricing came in \$61,552.08 over what was budgeted for paving works. This overage will be offset by the unspent funds from the deferred surface treatment project on South McNaughton Road, which has been deferred to 2023 so that staff can have the road properly prepared for the 2023 construction season.

People Consulted:

CAO/Clerk
Acting Treasurer/Deputy Clerk
Public Works Department

Recommendation for Council:

BE IT RESOLVED THAT Council of the Corporation of the Township of Admaston/Bromley award PW 2022-05 to Bonnechere Excavating Inc (BEI) in the amount of \$753,806.11 inclusive of applicable taxes;

Township of Admaston/Bromley

477 Stone Road, R.R. #2

Renfrew, ON

K7V 3Z5

E-Mail Address – info@admastonbromley.com

**613-432-2885 Stone Road Office
613-432-4052 Fax**

**613-432-3175 Stone Road Garage
613-646-7918 Cobden Road Garage**

REPORT

Date: August 4th, 2022
To: Council
From: Jamie Doering /Steve Visinski
Re: Proposal No. PW2022-02 Reallocation of Waste and Cardboard at Transfer Stations and Landfill Site

Background:

The Municipality presently hauls their own waste from the Transfer Stations to the land fill in Osceola for landfilling. Also, they haul their own cardboard from the three (3) sites to the recycling facility located in Renfrew.

The Refuse truck that hauls the waste and cardboard is at the end of its life cycle. The Municipality had to look at other options for hauling waste and cardboard. An RFP was created for that purpose.

Discussion:

The results of the RFP PW 2022-02 is as follows:

- 1 Eterra Environmental – Eight (8) Yard Bins Supplied \$58,923.36 plus tax per year includes hauling of waste and removal of cardboard to the Processing Facility.
- 2 Canadian Waste Management – Option 1: Eight (8) Yard Bins Supplied \$66,248.00 per year plus \$1,916.25 per year bin rental and an additional \$295.00 for each cardboard pickup per site plus tax.

Option 2: Forty (40) Yard Bins Supplied \$88,537.00 plus \$1,916.25 bin rental and an additional \$295.00 for each cardboard pick up per site plus tax.
- 3 Barron Disposal Systems Inc.- Forty (40) Yard bins Supplied \$94,600.00 per year plus \$400.00 per cardboard pickup plus tax.

Emterra Environmental and Barron Disposal Systems Inc. had clauses in their contract subject to consumer price and fuel price index changes.

Canadian Waste Management put their price changes in the two (2) year contract.

The Contract start date is September 1st 2022 as the Refuse Truck has begun to fail , costing money to fix to continue to be used and will not make it to November as hoped.

Financial Implications:

Budgeted for 2022 for hauling of Waste from Stone Road and Douglas Transfer site to Osceola Landfill is \$56,000.00. Remaining in the budget as of July 27th, 2022, is \$27,694.00. July and August invoicing for hauling waste is not considered in the remaining amount.

Pro rate July and August costs is \$9,333.32.

As of September 1, 2022, when the contract is to commence there is expected to be \$18,360.00 left in the budget for hauling waste.

The anticipated cost for hauling from September 1st, 2022, to December 31st, 2022, based on the lowest bid is \$19,641.12 plus tax. There is expected to be a short fall of approximately \$1,300.00.

People Consulted:

CAO/Clerk

Acting Treasure/Deputy Clerk

Recommendation for Council:

BE IT RESOLVED THAT Council of the Township of Admaston/Bromley award the RFP PW 2022-02 to Emterra Environmental for the annual cost of \$66,583.44 tax included.

And

BE IT FURTHER RESOLVED that Council direct staff to enter into a Two (2) year contract with Emterra Environmental commencing September 1st 2022.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-51

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT BETWEEN HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY THE SOLICITOR GENERAL (“ONTARIO”) AND THE CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY (THE “MUNICIPALITY”) FOR THE PROVISION OF POLICE SERVICES UNDER SECTION 10 OF THE POLICE SERVICES ACT, R.S.O. 1990, c.P.15, as amended

WHEREAS the Township of Admaston/Bromley deems it necessary to comply with Section 10 of the Police Services Act, R.S.O. 1990, c.P.15, as amended;

AND WHEREAS under Section 4 (1) of the Police Services Act, R.S.O. 1990, c. P. 15, as amended, (the Act), the Municipality is required to provide adequate and effective police services in accordance with its needs;

AND WHEREAS under Section 5 of the Act, the Municipality’s responsibility for providing police services may be discharged by entering into an Agreement with Ontario under Section 10 of the Act;

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

1. That the Corporation of the Township of Admaston/Bromley enter into an Agreement with the Solicitor General for Police Services, and that the said contract shall be known as Schedule “A” attached hereto to this By-Law.
2. That the Mayor and Clerk-Treasurer are hereby authorized to execute such Agreement and Affix the Corporation Seal thereto.

Read a first and second time this 4th day of August 2022.

Read a third time and passed this 4th day of August 2022.

Mayor

CAO/Clerk

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

By-law No. 2022-53

Being a By-law to Amend By-law No. 2020-58 – Employment By-law

WHEREAS the Council of the Corporation of Admaston/Bromley enacted By-law 2020-58 to regulate the appointment, duties and remuneration of staff;

AND WHEREAS Part 5.1 of By-law 2020-58 sets out the Salary Grid and Classifications attached as Schedule A;

AND WHEREAS Council now deems it necessary to amend the Pay Grid and Classifications as per the Organizational Review performed by Municipal Government Wayfinders.

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley enacts as follow:

1. That Schedule A of By-law 2020-58 be replaced with the following Pay Grid attached.
2. That this by-law – 2022-53 will come into effect September 1, 2022
3. All other terms and conditions of by-law 2020-58 and its amendments shall remain in effect.

Read a First and Second Time this 4th day of August, 2022

Read a Third Time and Passed this 4th day of August, 2022.

Mayor

CAO/Clerk

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-54

**BEING A BY-LAW TO APPOINT A TREASURER/DEPUTY CLERK OF THE
TOWNSHIP OF ADMASTON/BROMLEY**

WHEREAS Section 228 (2) of the Municipal Act S.O. 2001 c. 25 provides that the Council may appoint a Deputy Clerk who have all the powers and duties of the Clerk under this and any other Act;

AND WHEREAS Section 286 (1) of the Municipal Act S.O. 2001 c. 25 provides that the Council shall appoint a Treasurer;

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley enacts as follows:

1. That Mitchell Ferguson is hereby appointed as Treasurer/Deputy Clerk for the Corporation of the Township of Admaston/Bromley.
2. That this By-Law shall be deemed to take effect on September 1, 2022 and shall remain in force until repealed by Council.
3. That By-Law No. 2021-41 shall hereby be repealed on September 1, 2022.

Read a first and second time this 4th day of August 2022.

Read a third and final time and passed this 4th day of August 2022.

Mayor

CAO/Clerk

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-55

A BY-LAW TO APPOINT A FIRE CHIEF

WHEREAS the Municipal Act, S.O. 2001 c. 25, as amended, and the Fire Protection and Prevention Act, 1997, Part II paragraph 6 (1) provides that the Council shall appoint a fire chief;

WHEREAS the Council of the Corporation of the Township of Admaston/Bromley have enacted By-Law Number 2007-19 establishing and regulating a fire department and amended By-Law Number 2007-19 with By-Law Number 2010-19;

NOW THEREFORE the Council of the Corporation of the Township of Admaston/Bromley hereby enacts as follows:

1. That Bill McHale be appointed as Fire Chief of the Douglas Fire Department;
2. That By-Law Number 2021-42 is hereby repealed effective November 1, 2021.
3. That this by-law shall come into force and take effect on September 1, 2022.

Read a first and second time this 4th day of August, 2022.

Read a third time and passed this 4th day of August, 2022.

Mayor

CAO/Clerk

ACTION TRACKING LIST

	Updated Information
	NEW

Date	Item	Assigned To	Due Date	Current Status
October 2021	UPDATE Asset Management Plan	Acting Treasurer/Deputy Clerk	2022	Staff have been involved in facility inspections with consultant.
June. 2020	Ministry appointment of PSB Member	Clerk	Nov. 2022	The new changes will not happen until after the election and a new term has begun.
October. 2020	Fencing By-Law	Clerk/CBO	Dec. 2022	Look into updating the fencing by-law.
November. 2020	LEG report to Committee	Clerk	continuing	The Clerk is provide Council with Regular updates.
October 2021	Admaston Public School - Gym Use	Acting Treasurer/Deputy Clerk	December 2022	Investigate community use of the facility. Find old agreement and contact the RCDSB to verify agreement and develop procedure for booking.
October 2021	Forced Roads	Clerk	On-Going - 2022	Staff are to investigate a policy for the assumption of forced roads.

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW No. 2022-56

**A BY-LAW TO CONFIRM PROCEEDINGS OF
THE COUNCIL OF THE TOWNSHIP OF ADMASTON/BROMLEY
AT THE COUNCIL MEETING HELD AUGUST 4, 2022.**

WHEREAS Subsection 5(1) of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS Subsection 5(3) of the said Municipal Act provides that the powers of every Council are to be exercised by by-law;

AND WHEREAS it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Township of Admaston/Bromley at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Township of Admaston/Bromley enacts as follows:

1. That the actions of the Council at its meeting held on the 4th day of August, 2022 and in respect of each motion, resolution and other action passed and taken by the Council at its said meetings, is, except where the prior approval of the Ontario Municipal Board or other body is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this by-law.
2. That the Head of Council and proper officers of the Corporation of the Township of Admaston/Bromley are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain appropriate approvals where required, except where otherwise provided, and to affix the Corporate Seal of the Corporation of the Township of Admaston/Bromley to all such documents.
3. That this By-Law shall come into force and take effect upon the passing thereof.

READ a first and second time this 4th day of August 2022.

READ a third time and finally passed this 4th day of August 2022.

Mayor

CAO/Clerk