



## **Staff Report for Committee of the Whole Meeting**

**Date of Meeting:** May 1, 2024

**Report Number:** SRIES.24.013

**Department:** Infrastructure and Engineering Services

**Division:** Infrastructure Planning and Development Engineering

**Subject:** **SRIES.24.013 Summary Report Q2 to Q4 2023,  
Municipal Infrastructure Assumptions under  
Delegated Authority**

---

### **Purpose:**

To inform Council on subdivision municipal infrastructure assumptions that have been approved from Q2 to Q4 of 2023, under the delegated authority of the Commissioner (formerly Executive Director), Infrastructure and Engineering Services.

### **Recommendation(s):**

- a) That Council receive Staff Report SRIE.24.013 for information purposes.

### **Contact Person:**

Jeff Walters, Manager Engineering Subdivisions and Infrastructure Planning, 905-747-6380

### **Report Approval:**

**Submitted by:** Paolo Masaro, Commissioner, Infrastructure and Engineering Services

**Approved by:** Darlene Joslin, City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and City Manager. Details of the reports approval are attached.

## **Page 2**

### **Background:**

In April of 2021, Council approved staff report SRPI.21.038, which delegated authority to the Commissioner (previously the Executive Director), Infrastructure and Engineering Services, to approve the assumption of municipal services related to new developments. This also includes assuming road allowances within registered plans as public highway, establishing lands within registered plans as public highway and establishing assumption by-laws.

This delegated authority process for assumptions was a recommended outcome from the LEAN review of the City's subdivision assumption process for a more effective and efficient way to deliver municipal services. As part of delegating this authority to the Commissioner, Infrastructure and Engineering Services, it was also recommended that staff report back to Council on a bi-annual basis to keep Council informed of the assumptions approved under the new process.

A table of subdivision assumptions approved from Q2 to Q4 of 2023 under the new delegated authority is included as Appendix A to this report.

In summary, infrastructure related to two development agreements was assumed between Q2 to Q4 of 2023 resulting in the City's acquisition of approximately 0.25 km of new municipal roads, 0.26 km of new sidewalks, 0.66 km of new storm and sanitary sewers, and 1.44 km of new watermains, along with all of the related infrastructure appurtenances.

### **Financial/Staffing/Other Implications:**

As noted in the summary table in Appendix A, the assumed aboveground and belowground municipal infrastructure, including all related appurtenances, will result in an estimated annual operating and maintenance cost of \$25,186.00.

These operating costs will be accounted for in the Public Works Operations Division operating budget for 2025.

### **Relationship to Strategic Plan:**

This summary of municipal infrastructure assumptions under delegated authority supports Pillar 3, Strengthening our Foundations, more specifically in planning for long term financial sustainability of assumed municipal infrastructure.

### **Climate Change Considerations:**

Climate change considerations are not applicable to this staff report.

## **Page 3**

### **Conclusion:**

That Council receive for information, this summary of municipal infrastructure assumption approvals that were completed from Q2 to Q4 of 2023 under the new delegated authority process.

### **Attachments:**

The following attached documents may include scanned images of appendixes, maps and photographs. All attachments have been reviewed and made accessible. If you require an alternative format please call the contact person listed in this document.

- Appendix A – Municipal Infrastructure Assumption Summary for Q2 to Q4 of 2023

## Page 4

### Report Approval Details

Document Title:	SRIES.24.013 Assumption Summary Report Q2 to Q4 2023.docx
Attachments:	- 2023 Q2 to Q4 Appendix A Assumption Summary Chart.docx
Final Approval Date:	Apr 16, 2024

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

**Dan Terzievski - Apr 10, 2024 - 4:20 PM**

**Gigi Li - Apr 11, 2024 - 3:11 PM**

**Paolo Masaro - Apr 15, 2024 - 3:45 PM**

**Darlene Joslin - Apr 16, 2024 - 8:31 AM**