



## **The Regional Municipality of Durham**

### **Finance and Administration Committee Agenda**

**Tuesday, December 13, 2022, 9:30 a.m.**

**Regional Council Chambers**

**Regional Headquarters Building**

**605 Rossland Road East, Whitby**

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2097.

Note: This meeting will be held in a hybrid meeting format with electronic and in-person participation. It is encouraged that members of the public view the Committee meeting via live streaming, instead of attending the meeting in-person. If in-person attendance is required, arrangements must be made by emailing [clerks@durham.ca](mailto:clerks@durham.ca) prior to the meeting date.

	<b>Pages</b>
<b>1. Roll Call</b>	
<b>2. Declarations of Interest</b>	
<b>3. Election of Finance &amp; Administration Committee Vice-Chair</b>	
<b>4. Adoption of Minutes</b>	
4.1 Finance and Administration Committee meeting - June 14, 2022	4
<b>5. Statutory Public Meetings</b>	
There are no statutory public meetings	
<b>6. Delegations</b>	
There are no delegations	
<b>7. Presentations</b>	
7.1 Alexander Harras, Director of Legislative Services and Regional Clerk, re: Procedural By-law Updates (2022-A-23)	
7.2 Nancy Taylor, Commissioner of Finance & Treasurer, John Presta, Commissioner of Works, and Nicole Pincombe, Director - Business Planning & Budgets, re: 2023 Consolidated Water Supply and Sanitary Sewerage Systems User Rates and Business Plans and Budget (2022-F-22) & (2022-F-23)	
7.3 Allison Hector-Alexander, Director of Diversity, Equity & Inclusion,	

**8. Administration**

8.1 Correspondence

8.2 Reports

- |    |   |     |
|----|---|-----|
| a. | Report #2022-A-23<br>Procedural By-law                              | 18  |
| b. | Report #2022-A-24<br>2022 Durham Region Employee Census             | 94  |
| c. | Report #2022-A-25<br>Appointment of Directors to Durham OneNet Inc. | 143 |

**9. Finance**

9.1 Correspondence

- |    |   |     |
|----|---|-----|
| a. | Memorandum from the Works Committee,<br>re: Works Department - 2023 Water Supply and Sanitary<br>Sewerage Systems Business Plans and Budgets (2022-W-42)<br><br>Recommendation: Refer to consideration of Report #2022-F-<br>22 | 170 |
|----|---|-----|

9.2 Reports

- |    |  |     |
|----|--|-----|
| a. | Report #2022-F-20<br>Temporary Borrowing By-law for 2023   | 171 |
| b. | Report #2022-F-21<br>2023 Interim Regional Property Tax Levy   | 174 |
| c. | Report #2022-F-22<br>2023 Business Plans and Budget and Nine-Year Capital<br>Forecast for the Consolidated Water Supply and Sanitary<br>Sewerage Systems | 178 |
| d. | Report #2022-F-23<br>Recommended 2023 Water and Sanitary Sewer User Rates  | 355 |

**10. Advisory Committee Resolutions**

There are no advisory committee resolutions to be considered

**11. Confidential Matters**

There are no confidential matters to be considered

**12. Other Business**

**13. Date of Next Meeting**

Tuesday, January 17, 2023 at 9:30 AM

**14. Adjournment**

Notice regarding collection, use and disclosure of personal information:

Written information (either paper or electronic) that you send to Durham Regional Council or Committees, including home address, phone numbers and email addresses, will become part of the public record. This also includes oral submissions at meetings. If you have any questions about the collection of information, please contact the Regional Clerk/Director of Legislative Services.

**The Regional Municipality of Durham**

**MINUTES**

**FINANCE & ADMINISTRATION COMMITTEE**

**Tuesday, June 14, 2022**

A regular meeting of the Finance & Administration Committee was held on Tuesday, June 14, 2022 in the Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby, Ontario at 9:30 AM. Electronic participation was offered for this meeting.

**1. Roll Call**

Present: Councillor Foster, Chair  
Councillor Collier, Vice-Chair  
Councillor Ashe  
Councillor Drew  
Councillor Leahy  
Councillor Mulcahy  
Councillor Nicholson  
Regional Chair Henry  
**\*all members of Committee, with the exception of Chair Foster, participated electronically**

Also  
Present: Councillor Smith

Staff  
Present: E. Baxter-Trahair, Chief Administrative Officer  
D. Beaton, Commissioner of Corporate Services  
N. Taylor, Commissioner of Finance  
J. Austin, Deputy General Manager, Business Services, Durham Region Transit  
S. Austin, Director, Strategic Initiatives, Office of the Chief Administrative Officer  
J. Demanuele, Acting Commissioner of Works  
T. Fraser, Committee Clerk, Corporate Services – Legislative Services  
A. Harras, Regional Clerk/Director of Legislative Services  
A. Hector-Alexander, Director, Diversity, Equity and Inclusion  
W. Holmes, General Manager, DRT  
J. Hunt, Regional Solicitor/Director of Legal Services, Corporate Services – Legal  
R. Inacio, Systems Support Specialist, Corporate Services - IT  
N. Pincombe, Director, Business Planning & Budgets  
L. Fleury, Legislative Officer and Deputy Clerk Pro Tem, Corporate Services – Legislative Services



## **2. Declarations of Interest**

There were no declarations of interest made.

Chair Foster announced that the Region of Durham was a recipient of the Municipal Information Systems Association – Excellence in Municipal Systems Award for the myDurham311 Smart Home Device Voice Service. The award recognizes an Ontario municipality and individuals within the municipality, who have successfully undertaken a significant initiative or set a new standard that other municipalities may follow. Chair Foster noted that additional criteria include furthering a municipality's strategic objectives using information technology; demonstrating the improvement in service delivery to clients, citizens or businesses; a high level of collaboration between IT and other municipal departments; innovation (compared to like-sized municipalities), and cost savings/avoidance, efficiencies and scalability for use in other municipalities.

Chair Foster added that the Region is the first municipality to implement Smart Home Device capability for residents to connect to the Region to find out about services and learn about upcoming events. Chair Foster congratulated the myDurham311 team.

## **3. Adoption of Minutes**

Moved by Councillor Collier, Seconded by Councillor Drew,  
(51) That the minutes of the regular Finance & Administration Committee meeting held on Tuesday, May 10, 2022, be adopted.  
CARRIED

## **4. Statutory Public Meetings**

There were no statutory public meetings.

## **5. Delegations**

### **5.1 Lorraine Sunstrum-Mann, Chief Executive Officer, Grandview Kids re: Update on the Progress of the Building of the New Grandview Kids Headquarters**

L. Sunstrum-Mann, Chief Executive Officer, Grandview Kids, withdrew the request to appear before the Committee with respect to an update on the progress of the building of the new Grandview Kids Headquarters.

### **5.2 Adam Campbell, re: Water Billing Dispute**

Adam Campbell, Brooklin resident, appeared before the Committee with respect to a water and sanitary sewer billing dispute.

A. Campbell advised that a notice was received in February 2020 stating that the water meter at their residence could not be read remotely and needed to be replaced. Following that, a representative from the Region's water billing division called to advise of an increase in water usage at A. Campbell's residence and

queried whether there was a water leak. After repeated attempts, A. Campbell was unable to reach the representative by phone.

A. Campbell stated that all subsequent water bills between February 2020 and March 2021 were paid in-full. A. Campbell advised that in April 2021 a higher-than-normal water bill of \$737.43 was received. At that time, A. Campbell contacted the Region and questioned the amount of the bill and was advised that the previous bills were based on estimated water usage, which A. Campbell was not aware of, and the April bill was an accurate reflection of the water used according to the new remote reading device.

A. Campbell did not dispute the amount of the invoice but advised there was dissatisfaction with the customer service received from the Region when dealing with this matter and requested that the April bill be adjusted based on the assertion that the remote reading device should have been repaired earlier, and communication from the Region should have been clearer. A. Campbell added that the Region should indicate more prominently on the bills that there is an issue and that the customer needs to phone-in to provide an accurate reading.

A. Campbell and N. Taylor responded to questions from the Committee members.

N. Taylor advised that with myDurham311, customers can now monitor their own accounts and added that remote meter readers will be phased-in to all customers across the Region over the next three years, eliminating the need to call-in meter readings.

In response to a request from the Committee, N. Taylor advised that a memo will be sent to the Committee on the current water billing process and updates will be provided as the phase-in of remote meter readers occurs. N. Taylor added that the concerns raised by the delegate and Committee members with respect to how customers are notified will be taken into consideration.

Moved by Councillor Collier, Seconded by Councillor Ashe,

(52) That leave be granted to introduce a motion without notice.

MOTION DEFEATED (A 2/3rds VOTE WAS  
NOT ATTAINED)

Moved by Councillor Mulcahy, Seconded by Councillor Leahy,

(53) That leave be granted to introduce a motion without notice.

MOTION DEFEATED (A 2/3rds VOTE WAS  
NOT ATTAINED)

5.3 Rob Messervey, Vice-Chair, and Patrick Bunting, Fundraising Chair, Healthy Lake Scugog Steering Committee, re: the Lake Scugog Enhancement Project Update and Next Steps

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Councillor Drew introduced Rob Messervey, Vice-Chair, and Patrick Bunting, Fundraising Chair, Healthy Lake Scugog Steering Committee, and provided a brief background of the members and explained the importance of the Lake Scugog Enhancement Project (LSEMP) to the Scugog community.

Moved by Regional Chair Henry, Seconded by Councillor Drew,  
(54) That the Rules of Procedure be waived in order to provide the delegates with additional time to complete their presentation.  
CARRIED on a 2/3rds VOTE

R. Messervey and P. Bunting provided a presentation, highlights of which included:

- Project Genesis
- The Lake Scugog Watershed as Natural Capital
- Lake Scugog is vital to the local economy
- Lake Scugog is Challenged
- The Solution
- Lake Scugog Enhancement Project (LSEP) Benefits
- Protecting Lake Scugog aligns with Durham and Scugog Strategic goals and directions
- LSEP Schedule
- LSEP Funding

R. Messervey and N. Taylor responded to questions from Committee members.

Moved by Councillor Drew, Seconded by Regional Chair Henry,  
(55) That leave be granted to introduce a motion without notice.  
CARRIED on a 2/3rds VOTE

Moved by Councillor Drew, Seconded by Regional Chair Henry,  
(56) That we recommend to Council:

Whereas a delegation consisting of representatives from the Township of Scugog, Kawartha Conservation Authority, and the Scugog Lake Stewards presented a request for \$2 million in support of the Lake Scugog Enhancement Project (LSEP) to the Finance and Administration Committee on January 14, 2020;

And whereas the objective of the LSEP is to significantly reduce the ecological decline of Lake Scugog by removing 15 acres of aquatic vegetation, establishing appropriate navigation depths in the Port Perry Harbour, creating a four-acre wetland to filter critical outlet stormwater and create native plant and wildlife habitat, and construct additional oil and grit separators, along with a 245-foot berm, complete with walking trail and fishing pods;

And whereas the LSEP has raised approximately \$3.59 million in financial support from the community and senior government programs toward the approximately \$5.48 million capital cost of the project, leaving an approximately \$1.89 million funding shortfall;

And whereas additional fundraising events, such as the Scugog Mayor's Gala and the upcoming launch of a community fundraising campaign, are planned to help close the funding gap;

And whereas the LSEP has received letters of support from the Mississaugas of Scugog Island First Nation and community organizations such as the Scugog Chamber of Commerce, Ontario Tech University, Ducks Unlimited Canada, and Ontario Streams, Port Perry BIA;

And whereas the environmental benefits associated with the LSEP align with the Region's strategic plan environmental sustainability objective to protect the environment for the future by demonstrating leadership in sustainability and addressing climate change;

Now therefore be it resolved that the Finance and Administration Committee recommends to Regional Council:

- A) That a contribution of \$1.2 million toward the LSEP be approved, with funding from any available 2021 surplus or any other reserve at the discretion of the Commissioner of Finance, under the condition that the project raises sufficient additional funding from other sources; and
- B) That authorization be granted to the Regional Chief Administrative Officer to enter into a funding agreement with payments over a three-year time frame with milestones satisfactory to the Regional Commissioner of Finance and appropriate recognition of Regional financial support.

CARRIED UNANIMOUSLY ON THE  
FOLLOWING RECORDED VOTE:

<u>Yes</u>	<u>No</u>
Councillor Ashe	None
Councillor Collier	
Councillor Drew	
Regional Chair Henry	
Councillor Leahy	
Councillor Mulcahy	
Councillor Nicholson	
Chair Foster	

Members Absent: None

Declarations of Interest: None

## **6. Presentations**

There were no presentations to be heard.

## **7. Administration**

### **7.1 Correspondence**

- A) Correspondence from the Town of Ajax re: Resolution passed at their Council meeting held on February 28, 2022, in support of Bill C-229, the Banning Symbols of Hate Act
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Moved by Councillor Collier, Seconded by Regional Chair Henry,  
(57) That we recommend to Council:

That the correspondence from the Town of Ajax, re: Resolution passed at their Council meeting held on February 28, 2022, in support of Bill C-229, the Banning Symbols of Hate Act, be endorsed.

CARRIED

- B) Correspondence from the Town of Ajax re: Resolution passed at their Council meeting held on February 28, 2022, in support of the NCCM Anti-Islamophobia Municipal Recommendations
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Moved by Councillor Collier, Seconded by Councillor Mulcahy,  
(58) That we recommend to Council:

That the correspondence from the Town of Ajax, re: Resolution passed at their Council meeting held on February 28, 2022, in support of the NCCM Anti-Islamophobia Municipal Recommendations, be endorsed.

CARRIED

## 7.2 Reports

- A) Durham Region's Membership in the Coalition of Inclusive Municipalities (2022-A-16)
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Report #2022-A-16 from E. Baxter-Trahair, Chief Administrative Officer, was received.

Moved by Councillor Mulcahy, Seconded by Councillor Leahy,  
(59) That we recommend to Council:

- A) That Durham Region become a member of the Canadian Commission for the United Nations Educational, Scientific and Cultural Organization (CCUNESCO)'s Coalition of Inclusive Municipalities;
- B) That the Declaration to Join the Coalition of Inclusive Municipalities, included as Attachment #1 to Report #2022-A-16 of the Chief Administrative Officer, be approved and signed by Regional Chair John Henry at a signing ceremony; and
- C) That in accordance with CCUNESCO's requirements, the Regional Chair be selected as the "elected official focal point" and the Director of the Diversity, Equity and Inclusion Division be selected as the "municipal staff focal point", both to act as reconciliation, diversity, equity, and inclusion advocates.

CARRIED

B) Council Remuneration By-law (2022-A-17)

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Report #2022-A-17 from D. Beaton, Commissioner of Corporate Services, was received. D. Beaton responded to questions with respect to the percentage of payments made in lieu of a pension plan; and how life insurance benefits for members of Council compare to those for Regional employees. D. Beaton advised that the amount of life insurance benefits for Council members will be revisited the next time life insurance benefits are negotiated with the Region's provider.

Moved by Councillor Leahy, Seconded by Councillor Drew,  
(60) That we recommend to Council:

That By-law 08-2004, as amended, be repealed and replaced with a new by-law to provide for the annual remuneration and benefits for Regional Council generally in the form attached to Report #2022-A-17 of the Commissioner of Corporate Services.

CARRIED

C) Community Member Appointment to the Durham Regional Police Services Board (2022-A-18)

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Report #2022-A-18 from D. Beaton, Commissioner of Corporate Services, was received. Comments were made with respect to not imposing term limits and the training and education completed by Board members.

Moved by Councillor Leahy, Seconded by Councillor Drew,  
(61) That we recommend to Council:

A) That the proposed Durham Regional Police Services Board Community Member Appointment Recruitment and Selection Policy included as Attachment #1 to Report #2022-A-18 of the Commissioner of Corporate Services, be approved; and

B) That the term of appointment for the current community member on the Durham Regional Police Services Board be extended to no later than the date that a new community member is appointed by Regional Council.

CARRIED LATER IN THE MEETING  
(See Following Motion)

Moved by Councillor Collier, Seconded by Councillor Ashe,  
(62) That the main motion (61) of Councillors Leahy and Drew be amended by adding a new Section 5.2 to the Durham Regional Police Services Board Community Member Appointment Recruitment and Selection Policy as follows:

"5.2 A community member is eligible for appointment to a maximum of two consecutive terms of Regional Council, up to a maximum of 8 years."

MOTION DEFEATED ON THE FOLLOWING  
RECORDED VOTE:

Yes  
Councillor Collier

No  
Councillor Ashe  
Councillor Drew  
Regional Chair Henry  
Councillor Leahy  
Councillor Mulcahy  
Councillor Nicholson  
Chair Foster

Members Absent: None

Declarations of Interest: None

The main motion (61) of Councillors Leahy and Drew was then put to a vote and CARRIED.

D) Appointment of an Integrity Commissioner for the Region of Durham (2022-A-19)

Report #2022-A-19 from D. Beaton, Commissioner of Corporate Services, was received.

Moved by Councillor Leahy, Seconded by Councillor Drew,  
(63) That we recommend to Council:

- A) That By-law 11-2019 be repealed and replaced with a By-law generally in the form included as Attachment #1 to Report #2022-A-19 of the Commissioner of Corporate Services to confirm the appointment of Principles Integrity as the provider of Integrity Commissioner services for the Regional Municipality of Durham; and
- B) The initial term of contract for the Integrity Commissioner shall be for the 2022-2026 term of Regional Council with the option to renew for an additional Council term.

CARRIED

E) Municipal Ombudsman (2022-A-20)

Report #2022-A-20 from D. Beaton, Commissioner of Corporate Services, was received.

Moved by Councillor Mulcahy, Seconded by Councillor Leahy,  
(64) That we recommend to Council:

- A) That By-law 32-2016 appointing an Ombudsman for The Regional Municipality of Durham, be repealed, effective November 14, 2022; and
- B) That the Region utilize the services of the Provincial Ombudsman once the current contract for Ombudsman Services has expired as of November 14, 2022.

CARRIED

- F) Transfer of Part III and IX Prosecutions from the Province of Ontario, Ministry of the Attorney General (MAG) to the Regional Municipality of Durham (2022-A-21)

Report #2022-A-21 from D. Beaton, Commissioner of Corporate Services, was received. D. Beaton responded to questions with respect to the cost differential between the current process and the proposed transfer of responsibility for Part II and IX prosecutions to the Region; the annual net cost; and whether the Region receives the revenue from the Part III and IX prosecutions.

Moved by Councillor Mulcahy, Seconded by Councillor Ashe,  
(65) That we recommend to Council:

- A) That staff be authorized to negotiate the timing with the Province of Ontario, Ministry of the Attorney General (MAG), for the transfer of responsibility for prosecutions of Part III and Part IX charges to the Regional Municipality of Durham (the Region);
- B) That the full-time staffing complement of the Corporate Services Department – Legal Services, POA Prosecution division be increased by the addition of three (3) Prosecutors and two (2) Prosecution Assistants, at an estimated cost of \$201,500 for 2022 (annualized - \$602,600), commencing September 2022 plus initial one-time set-up costs of approximately \$20,350, to be financed from savings within the Corporate Services – Legal Services 2022 Business Plans and Budgets;
- C) That the Regional Chair and the Regional Clerk be authorized to execute the Interim Transfer Agreement in substantially the form attached as Attachment #1 to Report #2022-A-21 of the Commissioner of Corporate Services and any final Transfer Agreement; and
- D) That the Regional Solicitor be authorized to execute any accompanying Memoranda of Understanding, any required Local Side Agreement(s), or amendments thereto, and any other documentation required to implement the transfer of the prosecution of Part III and Part IX charges from MAG to the Region.

CARRIED

**8. Finance**

**8.1 Correspondence**

There were no communications to consider.

**8.2 Reports**



A) Final Recommendations Regarding the New Regional Transit Development Charge By-law (2022-F-15)

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Report #2022-F-15 from N. Taylor, Commissioner of Finance, was received.

Moved by Regional Chair Henry, Seconded by Councillor Mulcahy,  
(66) That we recommend to Council:

- A) That pursuant to Section 10(1) of the Development Charges Act, 1997, the Regional Transit Development Charges Background Study dated April 12, 2022 be adopted;
- B) That the adoption of the underlying capital forecast included in the Regional Transit Development Charge Background Study provide indication of Regional Council's intention to ensure that such an increase in need for services will be met as required under paragraph 3 of Section 5(1) of the Development Charges Act, 1997 and Section 3 of Ontario Regulation 82/98;
- C) That the Regional Transit Residential Development Charge by unit type, as indicated in the following table, be imposed on a uniform Region-wide basis, effective July 1, 2022 as follows:

**Recommended Regional Transit Residential Development Charge  
Rates Per Dwelling Unit  
Effective July 1, 2022**

<b>Service Category</b>	<b>Single / Semi-Detached (\$)</b>	<b>Medium Density Multiple (\$)</b>	<b>Apartments: 2 Bedrooms and Larger (\$)</b>	<b>Apartments: 1 Bedroom and Smaller (\$)</b>
<b>Regional Transit</b>	<b>2,184</b>	<b>1,720</b>	<b>1,221</b>	<b>750</b>

- D) That the Regional Transit Non-Residential Development Charge of \$0.99 per square foot for commercial, industrial, and institutional development, be imposed on a uniform Region-wide basis effective July 1, 2022;
- E) That the Development Charge policies for Regional Transit Development Charges, as contained in the proposed By-law provided in Attachment #1 to Report #2022-F-15 of the Commissioner of Finance, be approved for implementation on July 1, 2022;
- F) That the Local Services Policy for Transit Services, as provided in Attachment #2 to Report #2022-F-15 of the Commissioner of Finance, be adopted effective July 1, 2022;
- G) That, pursuant to Section 12(3) of the Development Charges Act, 1997 that requires Regional Council to determine whether a further public

meeting is necessary when changes are made to a proposed development charges by-law following a public meeting, Regional Council resolve that a further public meeting is not necessary as no changes have been made to the Region's proposed development charges by-law following the public meeting on April 27, 2022;

- H) That the Regional Solicitor be instructed to prepare the requisite Regional Transit Development Charge By-law for presentation to Regional Council and passage;
- I) That the Regional Solicitor be instructed to revise future development agreements and any by-law(s) relating thereto to reflect any changes required to implement the foregoing recommendations and that any such revised by-law(s) be presented to Council for passage;
- J) That the Treasurer be instructed to prepare the requisite Regional Development Charges pamphlet and related materials pursuant to the Development Charges Act, 1997; and
- K) That the Regional Clerk be instructed to follow the notification provisions pursuant to the Development Charges Act, 1997.

CARRIED

B) E-Mission Zero – DRT Fleet Electrification Plan (2022-F-16)

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Report #2022-F-16 from N. Taylor, Commissioner of Finance, was received.

Moved by Regional Chair Henry, Seconded by Councillor Mulcahy,  
(67) That we recommend to Council:

That Durham Region Transit's Fleet Electrification Plan be received for information and referred to Durham Region Transit's long-term servicing and financing strategy to be presented to Committee and Council in advance of the 2023 Business Plans and Budget.

CARRIED

C) The Issuance of Debentures on Behalf of the City of Pickering, the City of Oshawa, the Municipality of Clarington and The Regional Municipality of Durham (2022-F-17)

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Report #2022-F-17 from N. Taylor, Commissioner of Finance, was received.

Moved by Regional Chair Henry, Seconded by Councillor Mulcahy,  
(68) That we recommend to Council:

- A) That the Commissioner of Finance be authorized to issue external debentures, in a total principal amount not to exceed \$57,875,000 on behalf of the City of Pickering, the Municipality of Clarington and The Regional Municipality of Durham ("Region") over various terms, as set out below, with such terms not to exceed 20 years and at an average net yield not to

exceed 5.00 per cent relating to the financing requirements as indicated below:

	<u>Amount</u> (Not to Exceed)	<u>Term</u> (Not to Exceed)
<b>City of Pickering</b>		
Chestnut Hill Developments Recreation Complex Generator Replacement	\$1,200,000	10 Years
Purchase of Land for the Construction of 401 Overpass	\$4,373,000	20 Years
Subtotal City of Pickering	<u>\$5,573,000</u>	
<b>Municipality of Clarington</b>		
Newcastle and Orono Arena Improvements	\$6,402,000	10 Years
South Bowmanville Recreation Centre	\$20,000,000	20 Years
Subtotal Municipality of Clarington	<u>\$26,402,000</u>	
<b>Region</b>		
Courtice Trunk Sanitary Sewer	\$25,900,000	15 Years
Subtotal Region	<u>\$25,900,000</u>	
<b>TOTAL EXTERNAL DEBENTURE REQUIREMENTS</b>	<u><b>\$57,875,000</b></u>	

- B) That authorization be given to issue an internal debenture for and on behalf of the City of Oshawa in an amount of \$700,000 on the basis that the City of Oshawa will purchase the Oshawa Debenture using reserve funds of the City of Oshawa as requested by the City;
- C) That the Commissioner of Finance be authorized to amend the proposed terms and conditions of the external debenture issue as deemed necessary by the Fiscal Agents in order to successfully market the issue to prospective investors on the basis that the Region may purchase all or part of the debentures; and
- D) That the Region be authorized to issue the external debentures through CDS Clearing and Depository Services Inc.'s "Book Entry Only" system.
- CARRIED**

- D) Additional Community Investment Grant Funding for Grandview Children's Centre (2022-F-18)

Report #2022-F-18 from N. Taylor, Commissioner of Finance, was received.

Moved by Regional Chair Henry, Seconded by Councillor Mulcahy,  
(69) That we recommend to Council:

- A) That additional Community Investment Grant funding of \$1.5 million be approved for Grandview Children's Centre, increasing the Region's total Community Investment Grant funding from the previously approved \$5.035 million to \$6.535 million, to account for the significant cost escalations associated with the capital construction of the new Children's Treatment Centre; and

- B) That the Regional Chair and Regional Clerk be authorized to execute the funding agreement.

CARRIED AS AMENDED  
(See Following Motion)

Moved by Regional Chair Henry, Seconded by Councillor Foster,

- (70) That the main motion (69) of Regional Chair Henry and Councillor Mulcahy be amended by adding a new Part B) as follows and re-lettering the existing Part B) accordingly:

- “B) That additional Community Investment Grant Funding for the two hospices currently approved under the program be authorized at the discretion of the Commissioner of Finance to account for significant cost escalations associated with the capital construction in accordance with the rules and accountability measures of the program.”

CARRIED

The main motion (69) of Regional Chair Henry and Councillor Mulcahy was then put to a vote and CARRIED AS AMENDED.

## **9. Advisory Committee Resolutions**

There were no advisory committee resolutions to be considered.

## **10. Confidential Matters**

There were no confidential matters to be considered.

## **11. Other Business**

### **11.1 Regional Boulevards**

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Councillor Nicholson advised that discussions have been occurring between the City of Oshawa, Durham Region Transit and a private business with respect to who has the legislated authority to enter into agreements for the placement of benches on boulevards along Regional roads. He requested clarification on this matter.

J. Hunt advised that a confidential memo on this matter will be prepared and shared with Council members within the next two weeks.

## **12. Date of Next Meeting**

The next regularly scheduled Finance & Administration Committee meeting will be held on Tuesday, September 13, 2022 at 9:30 AM in Council Chambers, Regional Headquarters Building, 605 Rossland Road East, Whitby.

## **13. Adjournment**

Moved by Councillor Leahy, Seconded by Councillor Mulcahy,

(71) That the meeting be adjourned.  
CARRIED

The meeting adjourned at 11:13 AM

Respectfully submitted,

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A. Foster, Chair

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L. Fleury, Legislative Officer



# The Regional Municipality of Durham Report

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To: Finance and Administration Committee  
From: Commissioner of Corporate Services  
Report: #2022-A-23  
Date: December 13, 2022

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**Subject:**

Procedural By-law

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**Recommendation:**

That the Finance and Administration Committee recommends to Regional Council:

That Procedural By-law #44-2018, as amended, be repealed, and replaced with a by-law generally in the form included as Attachment #1 to this report.

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**Report:**

**1. Purpose**

1.1 The purpose of this report is to recommend the adoption of a new Procedural By-law for Regional Council and its Committees. The broad goals of the new Procedural By-law are to:

- a. Improve readability of meeting procedures and reduce ambiguity.
- b. Eliminate rules that cause unnecessary confusion.
- c. Spend more time on the substance of debate, and less on points of order.
- d. Improve overall meeting efficiency.
- e. Facilitate effective public participation.
- f. Improve accountability and transparency.
- g. Eliminate duplication of language.
- h. Improve accessibility and inclusiveness for meetings.

- 1.2 The proposed Procedural By-law also seeks to consolidate supporting policies and documents by including them as appendices to the main document, including:
- a. Appendix A “Closed Meeting Protocol”
  - b. Appendix B “Electronic Meeting Procedures”
  - c. Appendix C “Inaugural Meeting Procedures”
  - d. Appendix D “Procedure for Alternate Council Members”

## **2. Background**

- 2.1 Throughout the past term of Council, members of Council and senior staff have approached Legislative Services with requests for updates to the Procedural By-law, including:
- a. Clarifying confusing or contradictory rules.
  - b. Eliminating duplication of delegations between Standing Committees and Council.
  - c. Directing administrative and service-related matters through more appropriate channels, rather than the delegation process.
  - d. Allowing for debate on matters such as referrals and deferrals.
  - e. Clarifying which rules cannot be suspended, such as quorum requirements and rules for electronic participation.
- 2.2 The Region’s Procedural By-law has not undergone a significant refresh in many years. Previous revisions have been limited to specific additions or deletions, without focusing on the readability and logic of the document as a whole. As a result, much of the language is antiquated, there is duplication throughout, and some provisions conflict with one another, making the document difficult to follow.
- 2.3 In 2016, Procedural By-law 42-2016 was enacted to implement moving to a Committee of the Whole Structure and to support the creation of the weekly Council Information Package (CIP). Then, in 2017, Procedural By-law 70-2017 was enacted to implement amendments made to legislation through Bill 68 Modernizing Ontario’s Municipal Legislation Act, 2017. The current By-law 44-2018 was enacted in September 2018 to implement the change back to a Standing Committee governance structure and to incorporate additional amendments to modernize the procedural by-law; it has since been amended to reflect changes to the Municipal Act legislation with respect to electronic participation and accountability and transparency provisions.

- 2.4 This report presents an updated Procedural By-law for Council's consideration to coincide with the new term of Council, and includes proposed revisions based on the feedback received during the previous term of Council, the need to modernize and simplify the by-law, and to improve the effectiveness of deliberations during meetings.

Additionally, at the Council meeting of June 29, 2022, Council deferred a motion with respect to "Alternate Members of Council" to consideration of the Procedural By-law. The motion suggested that Alternate Members should be allowed to attend meetings of Regional Standing Committees along with meetings of Regional Council, which is contrary to what is in the current policy. The matter of alternate participation at Standing Committee and/or Committee of the Whole meetings is also addressed in this report.

### **3. Previous Reports and Decisions**

- 3.1 [#2016-COW-31](#) Committee of the Whole – Procedural By-law Update and Agenda/Meeting Management Efficiencies
- 3.2 [#2018-COW-158](#) Procedural By-law Update
- 3.3 [#2017-COW-289](#) Recommended Actions Related to: Bill 68 – Modernizing Ontario's Municipal Legislation Act, 2017

### **4. Proposed Changes to the Procedural By-law**

#### **General Changes**

- 4.1 Sections have been reordered to streamline the by-law. Duplication has been removed throughout. Sub-headings have been added throughout to improve searchability. Overall length of the core procedures has been reduced by approximately 30%.
- 4.2 The rules for Committee of the Whole and Standing Committees have been incorporated into the rules for Council wherever possible in order to condense the by-law and improve the ease of use.
- 4.3 Appendices have been added to include:
- a. Appendix A "Closed Meeting Protocol"
  - b. Appendix B "Electronic Meeting Procedures"
  - c. Appendix C "Inaugural Meeting Procedures"
  - d. Appendix D "Procedure for Alternate Council Members"
- 4.4 Rules for the Inaugural Meeting of Council and initial selection of Standing Committee appointments have been moved out of the core procedures into Appendix C.



- 4.5 It is being proposed that the Regional Clerk, in consultation with the Regional Chair, be authorized to make minor amendments and corrections to the appendices when required.

### **Notable Changes**

- 4.6 The following revisions are proposed within the new Procedural By-law.

a. Definitions:

- Added a definition for “Alternate Council Member”.
- Added definitions for Privileged, Subsidiary and Substantive motions.

b. Application & Suspension of Rules:

- Added exceptions for rules that cannot be suspended by a 2/3rds vote including: quorum requirements, broadcasting of meetings, closed session rules, electronic participation, and any other rules required to be followed by law.

c. General Principles (New Section):

- Added a new section titled General Principles to outline the higher principles that all meetings should strive to achieve. For example, the majority has the right to decide, all members have a right to be heard, all members are entitled to an efficient meeting, to be respected and all have equal rights, privileges, and obligations.
- Reaffirms that Council is the deliberative body from which all decisions and authority originate, and Council can consider any matter without it being first addressed by a Committee.
- Where the rules of procedure are silent on a matter, a meeting chair may rely on the general principles to help provide guidance to their rulings.

d. Powers and Duties of the Clerk (New Section):

- Added a new section titled Powers & Duties of the Clerk to outline the Clerk’s responsibilities including attendance at meetings, provision of procedural advice, and preparation of minutes without note or comment.
- Added language clarifying the role of a meeting’s clerk to provide procedural advice to all members and aid the meeting chair in dispensing with matters at a meeting.
- Added that the Clerk is authorized to repeal by-laws that have exhausted their authority or are otherwise of no further force and effect.

e. Schedule of Regular Meetings:

- Added subsection noting that no regular meetings of Council, Committee of the Whole, or Standing Committees shall be held in September, October, or November of the year of a regular Municipal Election or during a Spring break scheduled for schools in Durham Region. However, the Regional Chair may call a special meeting during these time periods should there be a need to address urgent or time sensitive business.

f. Addendum (New Section):

- Added section to clarify the rules regarding addenda to a meeting agenda
- Limited scope of what can be added to an Addendum to only items related to a topic already on the agenda e.g., memos, communications, delegations, and items that are time sensitive in nature. Generally speaking, the addendum will not be used for adding new matters to an agenda, unless there is a prevailing time sensitivity.
- The deadline to post and circulate an addendum will be 4:00 pm the day prior to the meeting, unless the day before the meeting is a statutory holiday, then the deadline will be 9:00 am the day of the meeting. Any materials received after the addendum deadline for a Standing Committee meeting will go on to the next Council Agenda for when that subject matter is considered.
- Added that notice is deemed to have been given for all items added to an addendum.

g. Electronic Participation at Meetings:

- Removed some subsections as they are covered in the “Electronic Meeting Procedures” Appendix.

h. Order of Business in Council:

- Changed the Order of Business so that “Communications” are before “Reports Related to Presentations/Delegations”, as communications are often referred to these Committee Reports.
- Changed the Order of Business so that “Presentations” are before “Delegations”.
- Removed “Other Business” section (see n. in this report for more details).
- Updated “Departmental Reports & Other Resolutions” to include resolutions previously dealt with under “Other Business” (see section m. of this report).

i. Declarations of Pecuniary Interest:

- Changed the language to reflect that if the matter under consideration is whether to suspend the remuneration paid to a member under section 223.4 (5) or (6) of the Municipal Act, the member cannot move, second or vote on any question.

j. Delegations:

- Delegations will not be permitted at Council meetings unless it is with respect to a matter that is being put forth directly to Council without first being considered by a Committee. The majority of delegations should be heard at the appropriate Standing Committee meeting only.
- Removed the two-minute extension provision. Extensions would still be permitted with a vote to suspend the rules which would require a 2/3rds vote and any motion to extend the time must specify the amount of time for the extension, for example five minutes.
- Delegations with respect to labour relations, ongoing legal proceedings, insurance claims, or solicitation of business shall not be permitted.
- Delegations with respect to Regional administrative processes shall not be permitted, including billing disputes or contract awards. Such matters should be referred to the appropriate internal dispute resolution process, or the Region's appointed Ombudsman as necessary.
- Delegations related to a previous decision of Council shall not be considered by Council or a Committee within the same term of Council following the decision, unless a motion to reconsider or re-introduce the matter is presented to Council, or a report on the matter is included on the agenda (related to changes to reconsideration rules, detailed in section r. in this report).
- Questions to delegates should be for seeking clarification or additional information, not to expand the scope of the delegation's remarks or for adding the Member's own statement through the delegation. Questions such as "are you aware" and "did you know" will be considered out of order. This provides meeting chairs with more tools to keep questions to delegates topical and relevant.

k. Communications:

- Removed subsection noting that correspondence within the purview of a Committee shall be referred to that Committee, as correspondence items are to be included on the Council Information Package (CIP) and items from the CIP may be added to a Committee meeting agenda or addendum if requested by a member of Council, in keeping with current practice. Correspondence relating to a matter already on an agenda will still be placed on the Committee or Council agenda or addendum directly.

- Added a notation that where multiple copies of the same item of correspondence are received (e.g., form letters and petitions), one copy of the correspondence may be included in the Agenda along with a summary of the others received.
- Updated that the Clerk may summarize any communications to be included on a Council or Committee agenda, and any Member of Council or the public shall be granted access to the originally submitted communication upon request. This allows the Clerk to include correspondence in its entirety when it is preferable and practical to do so, increasing public and council access to correspondence submitted in relation to agenda items.
- Moved provisions regarding the Council Information Package (CIP) to a new section.

l. Committee Reports:

- Updated to reflect that questions not related to a matter in the minutes or the Committee Report to Council must be submitted in writing to the Clerk prior to the Council meeting to allow time for staff to formulate responses. Subsequent questions arising from discussion of submitted questions shall be in order.

m. Departmental Reports & Other Resolutions (formerly 'Departmental Reports to Council'):

- Changed heading so that this section now includes reports, resolutions and recommendations that are being put forth directly to Council.

n. Other Business:

- Deleted this section as it is redundant. The actions listed under Other Business such as asking questions and introducing motions may be completed under the Committee Reports section of the Agenda.

o. Council Information Package:

- Added as a stand-alone section rather than under Communications.
- Updated to reflect the ability of members to pull items from the Council Information Package (CIP) and have them added to a Committee agenda up until noon the day prior to the meeting. In practice, this means that items published in a CIP on the Friday before a relevant Standing Committee meeting may be pulled by a member and discussed at that meeting and will appear in the addendum.
- Added that where there are no further Standing Committee meetings prior to a scheduled break in regular meetings, items from the CIP pulled by Members may be included on the next agenda of Council prior to the scheduled break.

p. Rules of Debate in Meetings:

- Removed the subsection that read: “No member may speak to any question or matter and immediately thereafter present a motion” in order to improve opportunities for discussion prior to the presentation of a motion.
- Added that debate on matters outside of the jurisdiction of Council shall not be permitted.

q. Conduct in Meetings:

- Added “staff and members of the public” to the preamble to make it clear that all those in attendance must adhere to the rules of conduct.
- Removed the rule that food and drink are not allowed in the Council Chambers and added that consumption of food and drink is allowed provided it is not disruptive to the proceedings.

r. Motions:

- Substantial updates were made to this section to improve ease of reference. Motion types are listed, with the rules that apply to that type of motion detailed below it. Notable changes to the rules for motions include:
  - i. Motions to Refer and Defer are proposed to be fully debatable.
  - ii. Speaking to a motion only prohibits calling the question on that specific motion, not all subsidiary motions in relation to same (e.g., amendments).
  - iii. Motions to reconsider are now required to reconsider a matter within the same term of office (previously was 1 year). Additionally, motions to reconsider may be introduced by any member, not just those that voted on the prevailing side. Clarification added that a motion to reconsider can only be considered by Council or the Committee that originally considered the resolution. Also clarified that a reconsideration motion is not required if the timeframe has expired (e.g., new term of Council).
  - iv. Motions to re-introduce a defeated motion are also only required during the same term of council. In subsequent terms, a motion is not required to re-introduce a previously defeated motion.
  - v. Motions to rescind are mirrored to require a 2/3rds majority vote to pass within the same term of council. In subsequent terms of office, the vote requirement to rescind a previous resolution of council drops to a simple majority.
  - vi. Motions to receive for information have been defined. They are not considered a substantive motion unless they contain additional instructions. When they are not considered a substantive motion, further motions on the same matter will not first require a motion to reconsider in order to be introduced.

- vii. Removed the requirement for the mover and seconder to sign motions, as most motions are now submitted electronically.
  - viii. Motions must be submitted in writing at Committee meetings (the same as at Council) and must be given to the Clerk when they are introduced or prior to introduction.
  - ix. Removed the requirement for Council to vote to withdraw a motion. Updated to state that a motion may be withdrawn by the mover and seconder, and that the Chair may ask if another member wishes to move or second the motion before it is considered withdrawn.
  - x. Removed 'motion to dispense with notice' as a discrete motion type; this would now be handled as a suspension of the rules to introduce a motion without notice, carrying the same 2/3rds vote requirement as before.
- s. Committee of the Whole and Standing Committees:
- The majority of these subsections have been incorporated into the rules for Council.
  - Exceptions to the Council rules remain, including:
    - i. The number of times speaking shall not be limited provided that no Member shall speak more than once except to make an explanation, until every Member who desires to speak has spoken.
    - ii. Every member of Council may attend Standing Committee meetings but only those on the Committee may present motions or vote.
  - Added that the Regional Chair may appoint the head of a local area municipality to preside as Chair for a Committee of the Whole meeting.
  - Added section "Matters within Standing Committee Jurisdiction" to explain how Committees may address matters before them.
  - Changed the Order of Business so that "Presentations" are before "Delegations".

### **Accessibility and Inclusion Related Changes**

- 4.7 Some references have been removed or changed to make the by-law more inclusive and accessible, including references related to the physical space of the Chambers as meetings are now held in a hybrid manner, allowing the consumption of food and drink in the Council Chamber, simplifying language throughout the by-law to improve readability, and removing gendered pronouns.

**Alternate Members of Council**

- 4.8 The Municipal Act Section 268(1) states that the council of a local municipality may appoint one of its members as an alternate member of the upper-tier council, to act in place of a person who is a member of the councils of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason.
- 4.9 In January 2018, Regional Council approved the Temporary Replacement – Alternate Members of Regional Council Policy. The Policy states that “Alternate Council Member attendance is limited to Regional Council meetings only”. When the policy was written, consultation occurred with the Area Clerks and Legal representatives. A consensus was reached, and it was determined that a literal interpretation of the wording in the Municipal Act would be applied e.g., alternate members can attend Council meetings only.
- 4.10 This matter was raised by Council previously, following a request at the December 6, 2017 Committee of the Whole meeting, Commissioner Beaton provided a memo to Regional Council on December 13, 2017 which included the following excerpt:

“During the drafting of the Temporary Replacement – Alternate Members of Regional Council policy, Regional staff conferred with the area clerks and legal representatives of each Durham municipality and a consensus was reached that a literal interpretation of the Act would be applied, allowing for alternates to attend Regional Council meetings only. The majority agreed with the Region’s interpretation, and it was determined that the Region would present the policy as drafted for the immediate purposes of s. 268 coming into force on January 1, 2018, and would go back and review and amend the policy if there is further clarification provided by the Province that s. 268 applies to committee meetings as well.

Further to this, the Region’s Legal Department also contacted solicitors at other Upper Tier Municipalities. Of particular note, York Region responded and confirmed that they were interpreting s. 268 of the Municipal Act in the same manner as the Region, that alternates would only be able to attend meetings of their Regional Council and not their Committee of the Whole. It is significant to note the response of York Region, as their Committee of the Whole structure was the model upon which the Region’s Committee of the Whole structure was based and created.

A general review of other Bill 68 reports being put forth by other municipalities and staff to staff discussions also confirmed that the general understanding is that s. 268 applies to Council meetings only. This includes York and Peel Regions, Brampton, and Richmond Hill.

It is therefore respectfully submitted by Regional staff that the alternate policy be ratified by Council as drafted.

Consensus among Regional staff, area municipal Clerks and respective solicitors was that if further information was provided from the Province to the Region regarding this issue staff would come back to Council with amendments to the alternate policy.”

- 4.11 After the discussion at Council on June 29, 2022, the Ministry of Municipal Affairs and Housing was contacted for input. The Ministry provided no further direction and confirmed that the Region should rely on its own interpretation of the legislation. However, the Ministry did advise that they were unable to find an example of attendance by alternates being permitted at Committee-level meetings.
- 4.12 At this time, it is not recommended that Alternate Members be allowed to attend Regional Standing Committee meetings, for the following reasons:
- a. While the Region may interpret the legislation more broadly, doing so invites liability risk for improper decision making at committees.
  - b. Logistically, it is not reasonable to expect one alternate to be prepared to participate in all standing committee meetings each month.
- 4.13 In considering this report and the proposed new Procedural By-law, Council is welcome to amend the Alternate Members of Regional Council Policy to allow alternates to participate at Standing Committee and/or Committee of the Whole meetings, should it so choose.

## **5. Relationship to Strategic Plan**

- 5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
- a. Goal 5: Service Excellence. Objective: To provide exceptional value to Durham taxpayers through responsive, effective and fiscally sustainable service delivery.
    - 5.3 Demonstrate commitment to continuous quality improvement and communicating results
    - 5.4 Drive organizational success through innovation, a skilled workforce, and modernized services

## **6. Conclusion**

- 6.1 Effective meeting procedures are an integral component of local democracy. They seek to preserve the rights of the public and Council members to participate and be heard, while also ensuring that the business of the municipality can proceed expeditiously, and the public interest is upheld.



- 6.2 In pursuit of these goals, the Procedural By-law has been significantly updated to reflect revisions requested by Council; to facilitate effective participation by Council, staff, and the public during meetings; to streamline and improve the overall readability of the by-law; as well as to improve accessibility and inclusivity.
- 6.3 Many of the proposed revisions to the Procedural By-law remove complicated or conflicting rules and restrictions on how members participate at meetings. The intent of these changes is to simplify meeting practices for everyone, and to help foster an environment where the public and all members of Council are empowered to participate.
- 6.4 As the term of Council progresses, Legislative Services will monitor these changes to ensure they are operating as intended and make note of further opportunities for improvement. Should Council feel that revisions are required to the Procedural By-law, Council may request further amendments at any time.
- 6.5 This report and proposed By-law have been reviewed by Corporate Services – Legal Services.
- 6.6 For additional information, contact: Alexander Harras, Regional Clerk and Director of Legislative Services, at 905-668-7711, extension 2100.

## **7. Attachments**

Attachment #1: Proposed Procedural By-law

Prepared by: Leigh Fleury, Legislative Officer and Deputy Clerk Pro Tem, at 905-668-7711, extension 2020.

Respectfully submitted,

Original signed by

---

Barb Goodwin, MPA, CPA/CGA,  
B.Comm, CPM, CMMIII  
Commissioner of Corporate Services

Recommended for Presentation to Committee

Original signed by

---

Elaine C. Baxter-Trahair  
Chief Administrative Officer

**By-law Number \*\*-2023**  
**of The Regional Municipality of Durham**

Being a by-law to govern the proceedings of council and its committees, the conduct of its members, and the calling of meetings.

Whereas Section 238 (2) of the Municipal Act, 2001 as amended requires Council to pass a procedure by-law governing the calling, place and proceedings of meetings.

Now therefore, the Council of The Regional Municipality of Durham hereby enacts as follows:

1. That "Schedule A" to this By-law be approved as the rules and procedures governing the proceedings of Council, Committee of the Whole, Standing Committees and Advisory Committees.
2. The short title of this By-Law is the "Procedural By-Law," "Procedure By-law" or the "Rules of Procedure".
3. That this By-law shall be administered by the Clerk.
4. That By-law 44-2018, as amended, be repealed.

This By-law Read and Passed on the 21st day of December, 2022.

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J. Henry, Regional Chair and CEO

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A. Harras, Regional Clerk

# Schedule A – Rules of Procedure

## Index

<b>1. Definitions .....</b>	<b>4</b>
<b>2. Application &amp; Suspension of Rules .....</b>	<b>6</b>
<b>3. General Principles .....</b>	<b>6</b>
<b>4. Powers &amp; Duties of the Regional Chair.....</b>	<b>7</b>
4.1 Legislative Duties .....	7
4.2 Participation at Meetings .....	7
4.3 Regional Spokesperson .....	7
<b>5. Powers &amp; Duties of the Acting Chair.....</b>	<b>8</b>
5.1 Appointment .....	8
5.2 Presiding in Absence of Regional Chair .....	8
5.3 No Alternates as Acting Chair .....	8
<b>6. Powers &amp; Duties of the Clerk .....</b>	<b>9</b>
6.1 General Duties .....	9
6.2 Agendas .....	9
6.3 Minutes.....	9
6.4 Committee Reports .....	9
6.5 Procedural Advice .....	10
6.6 Corrections & Administration .....	10
<b>7. Meetings .....</b>	<b>11</b>
7.1 Place of Regular Meetings .....	11
7.2 Schedule of Regular Meetings .....	11
7.3 Public Notice of Regular Meetings .....	11
7.4 Special Meetings .....	12
7.5 Emergency Meetings of Council.....	12
7.6 Change of Date, Time or Location of Meetings .....	13
7.7 Cancellation of Meetings .....	13
7.8 Addendum .....	14
7.9 Duties of Meeting Chair .....	14
7.10 Electronic Participation .....	15
7.11 Recording, Broadcasting and Livestreaming .....	15
<b>8. Closed Meetings .....</b>	<b>16</b>
<b>9. Quorum.....</b>	<b>17</b>
9.1 Quorum Requirements .....	17
9.2 Absence of Quorum .....	17
9.3 Lost Quorum.....	17
<b>10. Council Proceedings .....</b>	<b>18</b>
10.1 Order of Business.....	18
10.2 Call to Order & Traditional Territory Acknowledgment .....	18
10.3 Roll Call .....	19
10.4 Declarations of Pecuniary Interest.....	19
10.5 Adoption of Minutes.....	20
10.6 Presentations .....	20
10.7 Delegations .....	20

10.8	Communications.....	22
10.9	Reports Related to Presentations/Delegations.....	22
10.10	Committee Reports .....	23
10.11	Departmental Reports & Other Resolutions .....	23
10.12	Notice of Motions.....	24
10.13	Unfinished Business.....	24
10.14	Announcements .....	24
10.15	By-Laws.....	24
<b>11.</b>	<b>Council Information Package.....</b>	<b>25</b>
11.1	Publication Schedule.....	25
11.2	Contents.....	25
11.3	Items pulled to Standing Committee or Council.....	25
<b>12.</b>	<b>Rules of Debate.....</b>	<b>26</b>
<b>13.</b>	<b>Conduct at Meetings.....</b>	<b>27</b>
<b>14.</b>	<b>Points of Order and Privilege.....</b>	<b>28</b>
14.1	Point of Order .....	28
14.2	Point of Privilege .....	28
<b>15.</b>	<b>Motions .....</b>	<b>29</b>
15.1	Motions in Writing.....	29
15.2	Notice of Motion .....	29
15.3	Seconding .....	29
15.4	Presentation of Motion by Chair .....	29
15.5	Motions Beyond Jurisdiction of Council .....	29
15.6	Withdrawal of Motion.....	30
15.7	Disposition of Motions .....	30
15.8	Motion to Receive for Information.....	30
15.9	Motion to Amend .....	30
15.10	Motion to Call the Vote .....	31
15.11	Motion to Refer.....	31
15.12	Motion to Defer.....	31
15.13	Motion to Table.....	32
15.14	Motion to Divide.....	32
15.15	Motion to Reconsider .....	33
15.16	Motion to Re-Introduce a Defeated Motion.....	33
15.17	Motion to Rescind.....	34
15.18	Motion to Change the Order of Business .....	34
15.19	Motion to Suspend the Rules of Procedure .....	34
15.20	Motion to Recess.....	35
15.21	Motion to Adjourn .....	35
<b>16.</b>	<b>Voting.....</b>	<b>36</b>
16.1	Majority Rules.....	36
16.2	Members Present Shall Vote.....	36
16.3	Procedures During Voting .....	36
16.4	Members Considered Absent.....	36
16.5	Tied Vote .....	36
16.6	Unrecorded Vote .....	36
16.7	Recorded Vote .....	37
<b>17.</b>	<b>Standing Committees .....</b>	<b>38</b>

17.1	Composition .....	38
17.2	Matters within Standing Committee Jurisdiction .....	38
17.3	Presiding Officers .....	38
17.4	Order of Business in Committee of the Whole.....	39
17.5	Order of Business in Standing Committees.....	39
17.6	Committee Procedures.....	40
<b>18.</b>	<b>Advisory Committees .....</b>	<b>40</b>
<b>19.</b>	<b>Appendices.....</b>	<b>40</b>

## **1. Definitions**

### **1.1 In these procedures,**

- (a) "Act" means the Municipal Act, S.O. 2001, c. 25, as amended;
- (b) "Acting Chair" means the Member appointed to act from time to time in the place and stead of the Chair under Section 242 of the Act;
- (c) "Alternate Council Member" means a Lower-Tier Council Member who has been appointed by the lower-tier council to act as a substitute member on Regional Council when another member of that lower-tier Council is unable to attend a Regional Council meeting.
- (d) "Chair" means the person presiding at a meeting;
- (e) "Clerk" means the Clerk of the Regional Corporation;
- (f) "Closed Meeting" means a meeting, or part of a meeting, which is closed to the public as permitted by the Act, also referred to as an "in-camera meeting";
- (g) "Committee" means any advisory or other committee, subcommittee or similar entity of which at least 50 per cent of the members are also Members of Regional Council, including a Standing or Special Committee of Council;
- (h) "Committee Chair" means the Chair of a Standing or Special Committee of Council;
- (i) "Committee of the Whole" means all the Members of the Council present sitting in Committee of the Whole;
- (j) "Committee Report" means a report from Committee of the Whole or a Special or Standing Committee of Council outlining the recommendations approved by the Committee and being forwarded to Council for its consideration;
- (k) "Committee Vice-Chair" means the Vice-Chair of a Standing or Special Committee of Council;
- (l) "Council" means the Council of the Regional Corporation;
- (m) "Departmental Report" means a report from staff of the Regional Corporation submitted to Members of Council and included on an agenda for a Council or Committee meeting or included in the Council Information Package;
- (n) "Majority Vote" means an affirmative vote of more than one half of the Members present and voting;

- (o) "Meeting" means any regular, special or other meeting of Council, or of a local board or a committee of either of them, where a quorum of members is present and where members discuss or otherwise deal with matters in a way that materially advances the business or decision making of the relevant body;
- (p) "Member" means a Member of the Council, or an alternate appointed under Sections 267 or 268 of the Act while in attendance at the meeting;
- (q) "Members" mean the Members of the Council, including any alternates appointed under Sections 267 or 268 of the Act while in attendance at the meeting;
- (r) "Motion" means a proposal moved by a Member and seconded by another Member, for the consideration of Council or a Committee;
- (s) "Point of Order" means a question raised by a Member drawing attention to the proper application of these procedures;
- (t) "Point of Privilege" means a concern raised regarding the health, safety, rights, and/or integrity of a Member, the Council, a Committee or anyone present at a meeting;
- (u) "Privileged Motion" means any motion which may interrupt the proceedings of a meeting;
- (v) "Recorded Vote" means the making of a record of the name and the vote of each Member who votes on a motion;
- (w) "Regional Chair" means the Head of Council;
- (x) "Regional Corporation" means The Regional Municipality of Durham;
- (y) "Resolution" means a motion that has been adopted by Council;
- (z) "Rules of Procedure" means the rules set forth in this document;
- (aa) "Subsidiary Motion" means any motion that assists in disposing of a Substantive Motion;
- (bb) "Substantive Motion" means any motion that brings business before Council or Committee and may also be referred to as a main motion;
- (cc) "To Defer" means to postpone all discussion or action on a matter until a future date or time, which is established as part of the motion;
- (dd) "To Refer" means to direct a matter under discussion to Council, a Standing Committee, staff, or another Committee for further consideration or review;

- (ee) "To Table" means to postpone a matter without setting a future date or time for consideration and for which consideration may be resumed at any time by a motion to lift from the table;
- (ff) "Two-Thirds Majority Vote" means an affirmative vote of at least two-thirds of the Members present and voting;
- (gg) "Website" means the official internet website of the Regional Corporation.

## **2. Application & Suspension of Rules**

- 2.1 These Rules of Procedure shall be observed in all proceedings at meetings of Council and, where applicable, in Standing Committee or Committee of the Whole meetings.
- 2.2 The Rules of Procedure may be suspended by a two-thirds majority vote, with the exception of sections 7.10, 7.11, 0 and 9, and any rule which is required to be followed by law.
- 2.3 In any case for which provision is not made in these procedures, the procedure to be followed shall be determined by the Chair, subject to an appeal to Council on a point of order.

## **3. General Principles**

- 3.1 The following general principles shall be observed by all members participating in a meeting, and may be used by a meeting Chair for guidance in determining the appropriate course of action for any matter not addressed in these procedures:
  - (a) The majority of Members have the right to decide;
  - (b) All Members have the right to be heard;
  - (c) All Members have the right to information to help make decisions;
  - (d) All Members have a right to an efficient meeting;
  - (e) All Members have the right to be treated with respect and courtesy; and
  - (f) All Members have equal rights, privileges, and obligations.
- 3.2 Council is the deliberative body from which all decisions and authority originate. Council may consider any matter without it being first addressed by a Committee, and may withdraw a matter from a Committee at any time for consideration by Council.



#### **4. Powers & Duties of the Regional Chair**

##### **4.1 Legislative Duties**

- (a) The Regional Chair shall carry out the responsibilities set forth in sections 225 “Role of head of council”, and 226.1 “Head of council as chief executive officer”, in the Act.
- (b) The Regional Chair shall authenticate by their signature all duly adopted by-laws of the Regional Corporation.

##### **4.2 Participation at Meetings**

- (a) The Regional Chair shall serve as the Chair of all meetings of Council and Committee of the Whole.
- (b) The Regional Chair shall, by virtue of their office, be a member of all Committees with the same rights and privileges as all other members, including the right to vote and participate in debate, but shall not be eligible to be the Chair or Vice-Chair of a Standing Committee.

##### **4.3 Regional Spokesperson**

- (a) The Regional Chair shall act as a spokesperson for the Region and co-ordinate the presentation of the Region's position to the public and to other external public bodies, agencies and organizations.
- (b) The Regional Chair shall represent and support the Council, declaring Council's will and implicitly obeying its decision in all things, and perform other duties when directed to do so by a resolution of Council.

## **5. Powers & Duties of the Acting Chair**

### **5.1 Appointment**

- (a) The Council shall appoint, in alphabetical order of the area municipalities on a rotating basis, the head of each area municipality for a term of three months, to act in the place and stead of the Regional Chair when they are absent, refuses to act or the office is vacant, as it pertains to the role of presiding at meetings.

### **5.2 Presiding in Absence of Regional Chair**

- (a) While presiding over a meeting of Council, the Acting Chair or Member appointed to preside over a meeting has and may exercise all the rights, powers and authority of the Regional Chair under these procedures.
- (b) The Regional Chair may state relevant facts and the Chair's position or advise on any matter before Council without vacating the chair, but the Acting Chair shall assume the chair when the Regional Chair is temporarily absent from the meeting, is taking part in debate on a motion or is presenting a motion.

### **5.3 No Alternates as Acting Chair**

- (a) At no time shall an Alternate Council Member be permitted to serve as the Acting Chair. If an Alternate Council Member is substituting for the Councillor who is the Acting Chair for that specified period, then the procedures outlined in section 10.2(c) shall be followed.

## **6. Powers & Duties of the Clerk**

### **6.1 General Duties**

- (a) The Clerk shall carry out the responsibilities set forth in section 228 (1) of the Act. The Clerk shall be responsible for the management and coordination of Council, Committee of the Whole, Standing Committees, and special Committee meeting agendas and related resolutions, by-laws, correspondence and records, and allow for public access to the same in accordance with the Act, the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 c. M. 56, and other pertinent legislation.

### **6.2 Agendas**

- (a) For each meeting of Council, Committee of the Whole, Standing Committees, and any special Committees established by Council as required, the Clerk or their designate shall prepare an agenda with a list of the items set out in the order of business for that meeting.

### **6.3 Minutes**

- (a) The Clerk or their designate shall attend all Meetings of Council, Committee of the Whole, Standing Committees, and special Committees as required to take minutes and keep a record of all proceedings, and such minutes shall include at minimum and as applicable:
  - i. the place, date, and time of the meeting;
  - ii. the names of the presiding officer or officers and the record of the attendance of the Members, including the nature of any absences if the Clerk or their designate is advised in advance of the meeting or within 24 hours of the termination of the meeting;
  - iii. the names of senior Regional staff in attendance;
  - iv. the reading, if requested by a majority of Members present and voting;
  - v. any corrections, if necessary;
  - vi. the adoption of the minutes of the previous meeting;
  - vii. any declarations of pecuniary interest; and
  - viii. all other proceedings at the meeting, without note or comment.

### **6.4 Committee Reports**

- (a) The Clerk shall ensure that Standing Committee Reports are put forward such that the recommendations of each Standing Committee may be considered by Council.

**6.5 Procedural Advice**

- (a) The Clerk or their designate shall provide advice on matters of procedure during a meeting when requested by any Member, including the Chair of a meeting.
- (b) The Clerk or their designate shall assist the Chair of a meeting with proper dispensation of all matters at the meeting.

**6.6 Corrections & Administration**

- (a) The Clerk shall be authorized to make minor corrections to a by-law that are immaterial in nature and which do not alter the intent of the by-law.
- (b) The Clerk, in consultation with the Regional Solicitor, shall be authorized to repeal by-laws that have exhausted their authority or are otherwise of no further force or effect, and shall do so by by-law.

## **7. Meetings**

### **7.1 Place of Regular Meetings**

- (a) All regular meetings of Council, Committee of the Whole, and Standing Committees shall be held at the Regional Headquarters building, 605 Rossland Road East, Whitby, in the Council Chambers or another meeting room as deemed appropriate by the Clerk.

### **7.2 Schedule of Regular Meetings**

- (a) Regular meetings of Council, Committee of the Whole and Standing Committees shall be held at the hour of 9:30 AM on the day provided in the monthly meeting schedule approved by Council, unless otherwise decided by resolution of Council.
- (b) Where a regular meeting of Council, Committee of the Whole or a Standing Committee is scheduled on the same day as a public or civic holiday, the meeting shall be at the same hour on the next following day that is not a public or civic holiday, unless otherwise provided by resolution.
- (c) No regular meetings of Council, Committee of the Whole or Standing Committees shall be scheduled in the months of July and August, or during any Spring break scheduled for the public elementary and secondary schools in Durham Region.
- (d) No regular meetings of Council, Committee of the Whole or Standing Committees shall be scheduled in the months of September, October, or November of the year of a regular municipal election.

### **7.3 Public Notice of Regular Meetings**

- (a) Pursuant to Section 238 of the Municipal Act, public notice for regularly scheduled Council, Committee of the Whole, and Standing Committee meetings shall be deemed to be given by making the agenda available in the office of the Clerk and by posting on the Region's Website by the Friday preceding the regularly scheduled meeting.
- (b) Notice which is substantively given but is irregular or not otherwise in strict compliance with these procedures shall not invalidate the holding of a meeting or any of the proceedings at a meeting.

## 7.4

### **Special Meetings**

- (a) A special meeting of Council, Committee of the Whole or a Standing Committee may be called at any time by:
  - 1. The Regional Chair for Council or Committee of the Whole upon written direction to the Clerk stating the date, time, and purpose of the special meeting; or
  - 2. The Committee Chair upon written direction to the Clerk stating the date, time, and purpose of the special meeting, provided, however, that the Committee shall not meet while Council or Committee of the Whole is meeting; or
  - 3. The Clerk upon written request by the majority of the Members of Council or the Committee, for the purpose and at the time mentioned in the request.
- (b) The Clerk shall give all Members written notice of a special meeting at least twenty-four hours before the time appointed for such meeting, and such notice shall be delivered by electronic mail and indicate the nature of the business to be considered at the special meeting and the date, time and location of the meeting. Notice may also be provided by other means deemed appropriate by the Clerk.
- (c) When preparing an agenda for a special meeting, the Clerk may include or exclude any headings in the Order of Business as appropriate for the special meeting.
- (d) No business other than that indicated in the written notice shall be considered at the special meeting except with the unanimous consent of all Members present and voting at such meeting.

## 7.5

### **Emergency Meetings of Council**

- (a) An emergency meeting of Council may be held, without written notice, to deal with an emergency or extraordinary situation, including issues that may urgently affect the health or safety of residents.
- (b) In the case of an emergency, Council may hold meetings at any convenient location within or outside the municipality, as determined by the Clerk in consultation with the Regional Chair and Chief Administrative Officer.
- (c) The Clerk or their designate shall notify all Members and the public of the emergency meeting and publish an agenda as soon as possible in the most expedient manner available.

- (d) No business other than the business dealing directly with the emergency shall be transacted at the meeting.
- (e) The Chair, in consultation with the Regional Clerk, may exclude members of the public from attending the meeting depending on the nature of the emergency.
- (f) Where circumstances allow, meetings during an emergency will be livestreamed.

## **7.6 Change of Date, Time or Location of Meetings**

- (a) Where the Chair of a meeting considers it necessary to change the date, time, or location of a scheduled meeting, the Chair shall direct the Clerk to ascertain the views of the Members via electronic mail concerning the proposed change.
- (b) Where the Clerk ascertains that a majority of the Members have no objection to the proposed change, the Clerk shall notify the Chair in writing and give written notice of the change to all Members at least twenty-four hours before any newly selected time for such meeting.
- (c) Notice of any new date, time, or location of a meeting shall be given by electronic mail and may also be provided by other means deemed appropriate by the Clerk.

## **7.7 Cancellation of Meetings**

- (a) A regular, special or emergency meeting of Council, Committee of the Whole, a Standing Committee or special Committee may be cancelled in any of the following circumstances:
  - i. If the Clerk determines in advance that quorum will not be achieved;
  - ii. If the meeting is cancelled by Council resolution, or Committee resolution in the case of a Standing Committee;
  - iii. If the meeting is not required as determined by the Clerk due to a lack of forecasted agenda items; or
  - iv. In the event of exceptional circumstances including inclement weather, at the discretion of the Regional Chair in consultation with the Clerk.
- (b) The Clerk shall give notice of the cancellation of a meeting to all Members of Council as soon as possible before the time appointed for the meeting, and such notice shall be by electronic mail. Notice may also be provided by other means deemed appropriate by the Clerk in case of an emergency.

## 7.8 **Addendum**

- (a) The Clerk may amend the agenda for a scheduled Council, Committee of the Whole or Standing Committee meeting by way of an addendum.
- (b) The addendum shall only include additional items related to matters already on the agenda, or new items that in the opinion of the Clerk, in consultation with the Chief Administrative Officer, are time sensitive in nature.
- (c) The addendum shall be published no later than 4:00 p.m. on the day preceding the meeting, unless the day preceding the meeting is a Saturday, Sunday or statutory holiday in which case the addendum shall be published no later than 9:00 a.m. on the day of the meeting.
- (d) Notice shall be deemed to have been given for all matters added to an agenda via an addendum.

## 7.9 **Duties of Meeting Chair**

- (a) It shall be the duty of the Chair of a meeting to:
  - i. open the meeting by calling the Members to order;
  - ii. receive and submit all motions presented for consideration;
  - iii. put to vote all duly moved and seconded motions, and to announce the result;
  - iv. decline to put to vote any motions which infringe upon the Rules of Procedure or which are beyond the jurisdiction of Council;
  - v. restrain the Members when engaged in debate, within the Rules of Procedure;
  - vi. enforce on all occasions the observance of order and decorum by the Members and any other persons present at the meeting;
  - vii. call by name any Member persisting in breach of the Rules of Procedure and to order the Member to vacate the meeting if necessary;
  - viii. authenticate by their signature all resolutions and minutes of the meeting over which they preside;
  - ix. decide on any points of order or privilege as necessary;
  - x. if the Chair considers it necessary because of grave disorder, to adjourn a meeting without a matter being put to vote, or recess a meeting for a time specified by the Chair; and
  - xi. to ensure that no person except a Member, officer or employee of the Regional Corporation is permitted to enter upon the floor of the Chamber during a meeting without permission of the Chair or the Members.



#### 7.10 **Electronic Participation**

- (a) Electronic participation is permitted for a member of Council, of a local board or of a committee of either of them in accordance with Section 238 (3.1) of the Act. This includes but is not limited to Advisory Committees, Standing Committees, Committee of the Whole, Regional Council and local board meetings.
- (b) Members participating electronically shall count towards determining whether a quorum of members is present and may participate in Closed Meetings.
- (c) Electronic participation is permitted for all Staff, including the Clerk and their designates.
- (d) Delegates may participate electronically on request if the Clerk is of the opinion that the delegation can be facilitated electronically. All regular rules for delegations shall apply to delegates participating electronically.
- (e) The Clerk, in consultation with the Regional Chair, shall establish practices and procedures for electronic participation.

#### 7.11 **Recording, Broadcasting and Livestreaming**

- (a) Meetings may be audio or video recorded, broadcast and/or livestreamed publicly by the Region, except for Closed Meetings.
- (b) Meeting attendees may record all or portions of open meetings, provided that doing so is not disruptive to the meeting or other attendees.

## **8. Closed Meetings**

- 8.1 A meeting or part of a meeting may be closed to the public if the subject matter being considered is a matter permitted to be considered in a Closed Meeting in accordance with Section 239(2) of the Act, or for the education or training Members and no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council.
- 8.2 A meeting or part of a meeting shall be closed to the public if the subject matter being considered is a request under the Municipal Freedom of Information and Protection of Privacy Act, or an on-going investigation respecting the municipality, a local board, or a municipally-controlled corporation by the Ombudsman appointed under the Ombudsman Act, an Ombudsman referred to in subsection 223.13(1) of the Municipal Act, or the investigator referred to in subsection 239.2(1).
- 8.3 Before holding a meeting or part of a meeting that is to be closed to the public, a motion to proceed into a Closed Meeting shall be adopted stating the fact of the holding of the Closed Meeting and the provision of the Act which authorizes the meeting to be closed to the public.
- 8.4 A meeting shall not be closed to the public during the taking of a vote, except where a Closed Meeting is permitted under these procedures and the vote is for a procedural matter or for giving directions or instructions to officers, employees or agents of the Regional Corporation or persons retained by or under a contract with the Regional Corporation.
- 8.5 At the conclusion of a closed meeting, a motion to rise from the closed meeting and proceed into an open meeting shall be adopted.
- 8.6 The verbal communications of Members which are made during closed meetings shall be confidential, and the disclosure, recording or transcribing of such communications is prohibited. Any person found by the Chair of a meeting to be in contravention of this section shall be reprimanded and ordered to vacate the meeting, but if a Member apologizes to the Members present, disengages the transcribing device and erases the recording or transcription, they may, by vote of the Members present, be permitted to retake their seat.
- 8.7 Should a report be issued by a Closed Meeting Investigator which finds that a meeting or part of a meeting that was the subject of an investigation by that person appears to have been closed to the public contrary to section 239 of the Act or to these procedures, Council shall pass a resolution advising how it intends to address the report.

## **9. Quorum**

### **9.1 Quorum Requirements**

- (a) Fifteen Members of the Council representing at least four area municipalities are necessary to form a quorum for a meeting of the Council.
- (b) Fifteen Members are necessary to form a quorum for Committee of the Whole.
- (c) Four Members are necessary to form a quorum for Standing Committees, and the Regional Chair may be included to form a quorum.

### **9.2 Absence of Quorum**

- (a) If a quorum is not present within thirty minutes after the time appointed for a meeting, the Clerk or their designate shall record the names of the Members present and the meeting shall stand adjourned until the date of the next regular meeting or other meeting called in accordance with the provisions of these procedures.

### **9.3 Lost Quorum**

- (a) If quorum is lost during the course of a meeting, the Chair may recess the meeting to determine if a quorum can be found. If a quorum is not found, the meeting shall stand adjourned and any unfinished business will be taken up at the next regular meeting or other meeting called in accordance with the provisions of these procedures.

## **10. Council Proceedings**

### **10.1 Order of Business**

(a) The order of business for regular meetings of Council shall be as follows:

1. Call to Order & Traditional Territory Acknowledgement
2. Roll Call
3. Declarations of Pecuniary Interest
4. Adoption of Minutes
5. Presentations
6. Delegations
7. Communications
8. Reports Related to Delegations/Presentations
9. Committee Reports
  - Finance and Administration
  - Health and Social Services
  - Planning and Economic Development
  - Works
  - Committee of the Whole
10. Departmental Reports & Other Resolutions
11. Notice of Motions
12. Unfinished Business
13. Announcements
14. By-laws
15. Confirming By-law
16. Adjournment

(b) All business shall be taken up in the order in which it appears on an agenda unless otherwise decided by Council.

### **10.2 Call to Order & Traditional Territory Acknowledgment**

- (a) As soon after the scheduled start time for the meeting has passed, the Regional Chair shall call the Members to order.
- (b) If the Regional Chair does not attend a meeting of Council within fifteen minutes after the time appointed, the Acting Chair shall call the Members to order and shall preside until the arrival of the Regional Chair.
- (c) If neither the Regional Chair or the Acting Chair are present at the meeting within fifteen minutes after the time appointed, the Clerk shall call the meeting to order and the Members present shall appoint a Member who shall preside until the arrival of the Regional Chair or Acting Chair.

- (d) After calling the meeting to order, the following Traditional Territory Acknowledgment shall be read by the Chair at the start of every Council meeting:

“We are currently located on land which has long served as a site of meeting and exchange among the Mississaugas Peoples and is the traditional and treaty territory of the Mississaugas of Scugog Island First Nation. We honour, recognize and respect this nation and Indigenous Peoples as the traditional stewards of the lands and waters on which we meet today.”

### 10.3 **Roll Call**

- (a) The Clerk or their designate shall conduct a roll call of all members to confirm that a quorum of members is present before proceeding with the meeting.
- (b) After returning from a recess, the Clerk or their designate shall conduct a further roll call prior to resuming the meeting to confirm that a quorum of members is present.

### 10.4 **Declarations of Pecuniary Interest**

- (a) Where a Member has a pecuniary interest as defined in the Municipal Conflict of Interest Act, the Member shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof and shall not take part in the discussion of or vote on any motion in respect of the matter and shall not attempt in any way whether before, during or after the meeting to influence the voting on any such matter.
- (b) Where the meeting is not open to the public, in addition to declaring the conflict, the member shall leave the meeting or the part of the meeting during which the matter is under consideration except if the matter under consideration is whether to suspend the remuneration paid to a member under section 223.4 (5) or (6) of the Municipal Act, the member may take part in the discussion of the matter, including making submissions to Council and may attempt to influence the voting on any motion in respect of the matter, however, the member is not permitted to move, second, or vote on any motion in respect of the matter.
- (c) Where a member is absent from a meeting which includes a matter on which they have a pecuniary interest, the Member shall disclose the interest at the next meeting attended by the Member.
- (d) The Clerk shall record any declarations of interest made by a Member in the meeting minutes, noting the matter and the general nature of the declaration.

- (e) Any verbal declarations made under section 10.4 shall also be submitted in writing to the Clerk using the prescribed form and shall be made available in the office of the Clerk and through an online registry.

#### 10.5 **Adoption of Minutes**

- (a) Minutes of the last regular meeting of Council and of all special, closed or Committee of the Whole meetings held more than three business days prior to the agenda distribution are included in the next regularly scheduled Council agenda to be considered for adoption.
- (b) Minutes of previous meetings may be adopted without having been read at the meeting at which their adoption is considered.

#### 10.6 **Presentations**

- (a) Presentations may be permitted at the request of Council, Committees, or Regional staff. Other than presentations by Regional staff with background material related to a report on the agenda, presentations shall be limited to 10 minutes in length and shall be limited to:
  - 1. award presentations; or
  - 2. presentations by Regional staff, outside agencies/organizations or consultants retained by the Region, including programs, policies and practices of the Region.
- (b) Presentation requests shall be submitted to the Clerk not later than Wednesday noon the week prior to the meeting.

#### 10.7 **Delegations**

- (a) Any person that wishes to delegate to a Committee of Council shall give written notice to the Clerk no later than Wednesday noon the week prior to the meeting.
- (b) Delegations shall be directed to the appropriate Committee of Council, except where the delegation wishes to address Council with respect to a matter which will be put forward directly to Council without first being considered by a Committee.
- (c) Where a request is received after Wednesday noon the week prior to the meeting and the subject matter is included on an agenda for a meeting, the request will be added to the addendum for the applicable meeting if written notice to the Clerk is received by noon the day preceding the meeting.

- (d) Where a request is received after Wednesday noon the week prior to the meeting and the matter is not included on the agenda for the meeting, then the request shall be placed on the agenda of the next regular meeting of the relevant Committee of Council.
- (e) Delegations shall be permitted from the gallery without prior registration only during statutory public meetings under the Planning Act or any other legislation, as required. Delegations at a statutory public meeting are not required to give written notice to the Clerk but are encouraged to do so.
- (f) Delegations shall not appear at a Committee of the Whole meeting unless the matter is included on the agenda.
- (g) Delegations related to labour relations, ongoing legal proceedings, insurance claims, or solicitation of business shall not be permitted.
- (h) Delegations with respect to complaints about Regional administrative processes shall not be permitted, including but not limited to contract awards and billing discrepancies/issues.
- (i) Delegations related to a previous decision of Council shall not be considered by Council or a Committee within the same term of Council unless a motion to reconsider or re-introduce the matter is presented to Council, or a report on the matter is included on the agenda.
- (j) Delegations may only appear once on a matter within six (6) months, unless a recommendation pertaining to the matter is included on the agenda within the same six (6) month period.
- (k) Delegations shall be limited to speak for no longer than five (5) minutes, with the exception that a delegation consisting of more than five persons shall be entitled to two speakers with each limited to speak not more than five (5) minutes. The rules may be suspended by a 2/3rds vote to introduce a motion to extend the time for a delegation. The motion to extend the time must specify the length of the extension.
- (l) Delegations shall be requested to submit a written copy of their comments and any supporting presentation materials at least twenty-four (24) hours prior to the commencement of the meeting, in order to circulate the material to Members prior to the meeting and for the purposes of public record.
- (m) Questions to delegates shall be for seeking clarification or additional information, not to expand the scope of the delegation's remarks or for adding the Member's own statement or position through the delegation. Questions such as "are you aware" and "did you know" shall be out of order, subject to the discretion of the Chair.

## 10.8 **Communications**

- (a) Communications intended to be presented to the Council shall:
  - i. include the author's full name (first and last) and municipal address;
  - ii. be legibly written or printed;
  - iii. not contain any improper matter or language; and
  - iv. be filed with the Clerk.
- (b) Where an item of correspondence is received and the subject matter pertains to an item on an agenda for a Council or Committee meeting, the correspondence shall be added to the agenda via addendum for the applicable meeting if received by the Clerk by noon the day preceding the meeting.
- (c) Communications from a lower-tier municipality within the Regional Municipality of Durham requesting or requiring action by Council shall be included on the next agenda of the appropriate Committee of Council as determined by the Clerk.
- (d) Communications which in the opinion of the Clerk require action by Council shall be included on a Council or Committee agenda under Communications and shall include a recommendation for disposal.
- (e) Where the Clerk receives multiple copies of correspondence containing the same or similar information (such as a form letter or petitions), the Clerk may include one copy of the correspondence in the agenda and provide a summary of the remainder received.
- (f) The Clerk may summarize any communications to be included on a Council or Committee agenda, and any Member of Council or the public shall be granted access to the originally submitted communication upon request.

## 10.9 **Reports Related to Presentations/Delegations**

- (a) If a delegation or presentation is received at a meeting in relation to an item on a Committee Report to Council, that item shall be separated from the Committee Report and brought forward in the order of business to this section on the agenda.



#### 10.10 **Committee Reports**

- (a) Committee Reports shall be presented to Council and shall contain all recommendations from the relevant Standing Committee for Council's consideration.
- (b) The relevant Committee Chair shall present the report from their Committee. In the absence of the Committee Chair, the Vice-Chair shall present the report.
- (c) Council may make any decision with respect to any or all items included on a Committee Report.
- (d) Following disposition of each Committee Report, Members of Council shall be permitted to question the Committee Chair on matters not otherwise included in the minutes of the Committee meeting or the Report of such Committee, subject to the following limitations:
  - i. Questions to the Committee Chair shall be submitted in writing to the Clerk prior to the beginning of the meeting. Subsequent questions at a meeting arising from discussion of submitted questions shall be in order.
  - ii. Requests for substantive gathering of information or the preparation of reports from staff shall require the approval of a majority of the Members present at a meeting and such requests shall identify the appropriate Department and the objective(s) of the report.

#### 10.11 **Departmental Reports & Other Resolutions**

- (a) Departmental reports shall be presented to the Committee of Council responsible for the matter, unless there is a legislated requirement or a resolution of Council directing the matter to come directly to Council.
- (b) Departmental reports of an urgent nature which have not been considered by a Committee of Council shall be listed under this section of the agenda for Council's consideration, at the discretion of the Clerk in consultation with the Regional Chair and Chief Administrative Officer.
- (c) A Department Head may request that the Clerk include an information report on the appropriate Committee agenda for discussion.
- (d) The Clerk may include additional resolutions and recommendations from other sources that report through Regional Council as necessary.

10.12 **Notice of Motions**

- (a) Notice of Motions shall be considered in accordance with section 15.2.

10.13 **Unfinished Business**

- (a) Tabled matters shall be noted, including the date of their first appearance on the agenda, and shall be repeated on each subsequent agenda until dealt with or removed from the agenda by majority vote of Council.

10.14 **Announcements**

- (a) Announcements by Members shall be limited to two minutes each and shall not be recorded in the minutes.

10.15 **By-Laws**

- (a) No by-law shall be presented to Council unless the subject matter thereof has been considered and approved by Council or a Committee to which Council has delegated authority, except:
1. A by-law to confirm the proceedings of Council;
  2. Tile Drainage By-laws prepared under the Tile Drainage Act;
  3. A by-law arising as the result of an order or decision of any judicial or quasi-judicial body;
  4. A by-law to appoint acting/chief building officials and sewage system inspectors; or
  5. A by-law to dedicate any lands acquired by the Regional Municipality of Durham for road widening purposes, to form part of the Regional Road system.
- (b) Every by-law which has been passed by the Council or under an authority delegated by Council shall be numbered and dated and shall be sealed with the seal of the Corporation and signed by the Regional Chair and the Clerk and shall be deposited by the Clerk in their office for safekeeping.

## **11. Council Information Package**

### **11.1 Publication Schedule**

- (a) The Clerk shall prepare a Council Information Package listing all items received by the Clerk for information of Council, which shall be delivered electronically to all Members every Friday and posted on the Region's Website.

### **11.2 Contents**

- (a) The Council Information Package shall include:
  - i. Departmental Reports for information, including early release reports;
  - ii. Items of Correspondence not pertaining to a subject matter or item on a Council or Committee meeting agenda;
  - iii. Items of Correspondence and Memoranda prepared by regional staff that are addressed to all Members;
  - iv. Minutes of Advisory Committees; and
  - v. Any other items of correspondence deemed appropriate by the Clerk.

### **11.3 Items pulled to Standing Committee or Council**

- (a) A Member of Council may request in writing to the Clerk that any item from the Council Information Package be included on the next agenda of the appropriate Committee of Council as determined by the Clerk in consultation with the Member of Council. The item will be included on the agenda of the next regularly scheduled meeting of the appropriate Committee of Council if submitted to the Clerk not later than noon the day prior to the meeting.
- (b) Where there are no further Committee meetings prior to a scheduled break in regular meetings, items from the Council Information Package pulled by Members may be included on the next agenda of Council prior to the scheduled break.

## **12. Rules of Debate**

- 12.1 No Member shall be deemed to have precedence or seniority over any other Member.
- 12.2 Before speaking to a matter or motion, a Member shall address the Chair and speak through the Chair.
- 12.3 When two or more Members wish to speak, the Chair shall recognize the Member who, in the opinion of the Chair, first signified their intention to speak.
- 12.4 When a Member is speaking, no other Member shall interrupt that Member except to raise a point of order.
- 12.5 A Member may require the motion under discussion to be read at any time during the debate but not so as to interrupt a Member who is speaking.
- 12.6 No Member shall speak more than once to the same motion, but a reply may be made by the Member who has presented the motion to the Council.
- 12.7 No Member shall speak to the same motion or reply for longer than five minutes.
- 12.8 Debate with respect to a matter that is outside the jurisdiction of Council shall be out of order.
- 12.9 When a Member has been recognized as the next speaker, before speaking the Member may ask a question of or through the Chair on the matter under discussion for the purpose of obtaining information, following which the Member may speak.

### **13. Conduct at Meetings**

13.1 No Member of Council, Staff or member of the public shall:

- (a) speak disrespectfully of the Reigning Sovereign, of any member of the Royal Family, of the Governor-General of Canada, of the Lieutenant-Governor of any Province, of any Member of Senate or of any elected assembly;
- (b) use offensive words or unparliamentary language in or against the Council or against any Member, or any officer or employee of the Regional Corporation;
- (c) speak in a manner that is discriminatory in nature based on an individual's race, ancestry, place of origin, ethnic origin, citizenship, creed, gender, sexual orientation, age, colour, marital status, family status, or disability.
- (d) speak on any subject other than the subject in debate;
- (e) disobey the Rules of Procedure or a decision of the Chair or of the Council on questions of order or procedure or upon the interpretation of the Rules of Procedure; and in case a Member persists in any such disobedience after having been called to order by the Chair, the Chair shall forthwith order them to vacate the meeting, but if the Member apologizes they may, by vote of the Council, be permitted to rejoin the meeting;

13.2 No person except a Member, officer or employee of the Regional Corporation shall be permitted to enter upon the floor of the Chamber during the sitting of the Council without permission of the Chair or the Council.

13.3 Food and drink shall be permitted in a meeting, provided that the consumption of any food or drink is not disruptive to the proceedings.

## **14. Points of Order and Privilege**

### **14.1 Point of Order**

- (a) Where a Member has a question with respect to the proper application of these procedures in a meeting, they may without notice rise with the consent of the Chair for the purpose of raising a point of order, and the following procedure shall be followed:
  - i. The point of order shall be considered and decided by the Chair immediately.
  - ii. After the Chair has decided the point of order, any Member may appeal to the Council from the Chair's decision. If no Member appeals, the decision of the Chair is final.
  - iii. If a Member appeals to Council on a point of order, Council shall hear the reason for the appeal from the appellant and the reason for the decision from the Chair, and shall decide the matter without debate.
  - iv. The decision of Council on a point of order is final.

### **14.2 Point of Privilege**

- (a) Where a Member considers that their integrity or the integrity of Council as a whole has been impugned, they may without notice rise with the consent of the Chair for the purpose of raising a point of privilege, and the following procedure shall be followed:
  - i. The point of privilege shall be considered and decided by the Chair immediately.
  - ii. The decision of the Chair on a point of privilege is final.

## **15. Motions**

### **15.1 Motions in Writing**

- (a) Except as otherwise provided in these procedures, a motion shall be in writing and must indicate the names of the mover and seconder.

### **15.2 Notice of Motion**

- (a) Where a Member wishes to introduce a motion that requires notice, such notice shall be given in writing by the mover and seconder, either:
  - 1. at a meeting of Council, but shall not be debated until the next regular meeting of Council; or
  - 2. provided to the Clerk not later than Wednesday noon the week prior to the meeting at which the motion is to be introduced.
- (b) Where notice of motion has been given by a Member, the motion shall be included in the agenda for the next regular meeting of Council and for one additional meeting if not proceeded with at the first meeting, and if not proceeded with by the second meeting it shall be dropped from subsequent agendas unless Council decides otherwise.
- (c) Where a motion that requires notice is recommended to Council through a Departmental Report, a Committee Report, or otherwise printed in the agenda for a meeting, notice shall be deemed to have been given.

### **15.3 Seconding**

- (a) A motion shall be formally seconded before the presiding officer calls a vote on the motion or before a motion is recorded in the minutes.

### **15.4 Presentation of Motion by Chair**

- (a) When a motion is presented to Council in writing, it shall be read, or, if it is a motion which may be presented orally, it shall be stated by the Chair before debate.

### **15.5 Motions Beyond Jurisdiction of Council**

- (a) A motion in respect of a matter which is beyond the jurisdiction of Council shall not be in order.

## 15.6 **Withdrawal of Motion**

- (a) After a motion is read or stated by the Chair it shall be deemed to be in possession of Council but may be withdrawn at any time by the mover or seconder before the motion is put to a vote. If a mover or seconder wishes to withdraw the motion, the Chair shall ask if another Member wishes to move or second the motion before it is considered withdrawn.

## 15.7 **Disposition of Motions**

- (a) A Substantive Motion properly before Council must receive disposition before any other Substantive Motion can be introduced.
- (b) Any number of matters may be introduced together in one Substantive Motion, but Council shall at the request of a Member deal separately with any matter included within the Substantive Motion.

## 15.8 **Motion to Receive for Information**

- (a) A motion to receive a matter for information:
  - i. may be moved or seconded by any Member;
  - ii. shall not require notice to be introduced;
  - iii. may be submitted orally;
  - iv. may be debated;
  - v. may be amended;
  - vi. may include additional instructions, and such instructions shall be submitted in writing;
  - vii. shall not be considered a Substantive Motion unless the motion contains additional instructions;
  - viii. shall require a Majority Vote to be adopted;
  - ix. if adopted, shall require that debate on the matter cease and the meeting proceed to the next item of business.
- (b) Where Council or a Committee has adopted a resolution to receive a matter for information, further motions pertaining to that matter may be introduced at a later time without requiring a motion to reconsider, unless the resolution to receive for information contained additional instructions.

## 15.9 **Motion to Amend**

- (a) A motion to amend another motion at a meeting:
  - i. may be moved or seconded by any Member;
  - ii. shall not require notice to be introduced;
  - iii. shall be submitted in writing;
  - iv. shall not be contrary to the purpose of the motion it seeks to amend, and shall be germane to that motion;
  - v. may be debated;



- vi. may only be considered one at a time;
- vii. may itself be amended, however only one amendment to an amendment may be considered at a time;
- viii. shall require a Majority Vote to be adopted; and
- ix. if resolved in the affirmative, shall require that consideration of the motion continue as amended.

#### 15.10 **Motion to Call the Vote**

- (a) A motion that a vote on the matter be now taken:
  - i. may be moved or seconded by any Member who has not already spoken on the matter;
  - ii. shall not require notice to be introduced;
  - iii. may be submitted orally;
  - iv. shall not be debated;
  - v. shall not be amended;
  - vi. shall not include additional instructions;
  - vii. may be proposed with respect to any motion currently under consideration by Council;
  - viii. may be made only by a Member who is recognized by the Chair and is on the Chair's list of Members wishing to speak to the motion;
  - ix. require a Two-Thirds Majority Vote to be adopted; and
  - x. if resolved in the affirmative, shall require that the motion be put to a vote immediately without further debate.

#### 15.11 **Motion to Refer**

- (a) A motion to Refer a matter:
  - i. may be moved or seconded by any Member;
  - ii. shall not require notice to be introduced;
  - iii. may be submitted orally;
  - iv. may be debated;
  - v. may be amended;
  - vi. may include additional instructions, and such instructions shall be submitted in writing;
  - vii. shall require a Majority Vote to be adopted; and
  - viii. if resolved in the affirmative, shall require that consideration of the motion immediately cease and the meeting proceed to the next item of business.

#### 15.12 **Motion to Defer**

- (a) A motion to Defer a matter:
  - i. may be moved or seconded by any Member;

- ii. shall not require notice to be introduced;
- iii. may be submitted orally;
- iv. may be debated;
- v. may be amended;
- vi. shall include the time and place to which the matter is proposed to be deferred;
- vii. shall not include additional instructions;
- viii. shall require a Majority Vote to be adopted; and
- ix. if resolved in the affirmative, shall require that consideration of the motion immediately cease and the meeting proceed to the next item of business, and the matter shall be added to the agenda of the future meeting to which it was deferred.

#### 15.13 **Motion to Table**

(a) A motion to Table a matter:

- i. may be moved or seconded by any Member;
- ii. shall not require notice to be introduced;
- iii. may be submitted orally;
- iv. shall not be debated;
- v. shall not be amended;
- vi. shall not include additional instructions;
- vii. shall require a Majority Vote to be adopted; and
- viii. if resolved in the affirmative, shall require that consideration of the motion immediately cease and the meeting proceed to the next item of business, and the matter shall be added to the Unfinished Business section of future agendas until lifted from the table.

#### 15.14 **Motion to Divide**

(a) A motion to divide a motion:

- i. may be moved or seconded by any Member;
- ii. shall not require notice to be introduced;
- iii. may be submitted orally;
- iv. shall not be debated;
- v. shall not be amended;
- vi. shall not include additional instructions;
- vii. may propose that one or more clauses in a motion be voted upon separately;
- viii. shall require a Majority Vote to be adopted; and
- ix. If resolved in the affirmative, shall allow for debate and voting on each clause of the motion to proceed as specified in the dividing motion, and will be voted upon in an order to be determined by the Chair.

**15.15 Motion to Reconsider**

- (a) A motion to reconsider a previous resolution:
  - i. may be moved or seconded by any Member;
  - ii. shall require notice to be given in accordance with section 15.2(a);
  - iii. shall be submitted in writing;
  - iv. may be debated;
  - v. may be amended;
  - vi. shall not include additional instructions;
  - vii. shall only be made with respect to reconsidering a Substantive Motion;
  - viii. may seek to reconsider all or only a portion of a Substantive Motion;
  - ix. shall only be considered by Council or the Committee that originally adopted the resolution to be reconsidered;
  - x. shall require a Two-Thirds Majority Vote to be adopted if the resolution to be reconsidered was adopted within the current term of Council;
  - xi. shall not be required to reconsider a resolution that was adopted during a previous term of Council; and
  - xii. if decided in the affirmative, shall require that reconsideration of the matter become the next item of business.
- (b) No discussion of the Substantive Motion shall be allowed unless and until the motion to reconsider is adopted.
- (c) If a Substantive Motion is reconsidered, all previous decisions of Council with respect to the Substantive Motion shall remain in force unless Council decides otherwise.

**15.16 Motion to Re-Introduce a Defeated Motion**

- (a) A motion to re-introduce a previously defeated motion:
  - i. may be moved or seconded by any Member;
  - ii. shall require notice to be given in accordance with section 15.2(a);
  - iii. shall be submitted in writing;
  - iv. may be debated;
  - v. shall not be amended;
  - vi. shall not include additional instructions;
  - vii. shall only be considered by Council or the Committee that originally defeated the resolution;
  - viii. shall require a Majority Vote to be adopted if the motion to be re-introduced was defeated within the current term of Council;
  - ix. shall not be required to re-introduce a motion that was defeated during a previous term of Council; and

- x. if decided in the affirmative, requires that consideration of the re-introduced motion shall become the next item of business.

**15.17 Motion to Rescind**

- (a) A motion to rescind a previous resolution of Council:
  - i. may be moved or seconded by any Member;
  - ii. shall require notice to be given in accordance with section 15.2(a);
  - iii. shall be submitted in writing;
  - iv. may be debated;
  - v. may be amended;
  - vi. may seek to rescind all or only a portion of a substantive motion;
  - vii. shall only be considered by Council or the Committee that originally adopted the resolution;
  - viii. shall require a Two-Thirds Majority Vote to be adopted if the resolution to be rescinded was adopted within the current term of Council;
  - ix. shall require a Majority Vote to be adopted if the resolution to be rescinded was adopted during a previous term of Council; and
  - x. if decided in the affirmative, requires that the rescinded resolution previously adopted by Council is immediately of no further force or effect.

**15.18 Motion to Change the Order of Business**

- (a) A motion to change the order of business on an agenda:
  - i. may be moved or seconded by any Member;
  - ii. shall not require notice to be introduced;
  - iii. may be introduced orally;
  - iv. shall not be debated;
  - v. may be amended, and such amendments shall not be debated;
  - vi. shall not include additional instructions;
  - vii. shall require a Majority Vote to be adopted;
  - viii. if adopted, shall require that the Chair of the meeting address matters on the agenda in accordance with the amended order of business.

**15.19 Motion to Suspend the Rules of Procedure**

- (a) A motion to suspend the rules of procedure:
  - i. may be moved or seconded by any Member;
  - ii. shall not require notice to be introduced;
  - iii. may be introduced orally;
  - iv. shall not be debated;
  - v. shall not be amended;
  - vi. shall require a Two-Thirds Majority Vote to be adopted; and

- vii. if adopted, shall require the Chair of the meeting to observe and enforce the rules of procedure as altered by the resolution.

**15.20 Motion to Recess**

- (a) A motion to recess a meeting:
  - i. may be moved or seconded by any Member;
  - ii. shall not require notice to be introduced;
  - iii. may be introduced orally;
  - iv. shall not be debated;
  - v. may be amended, and such amendments shall not be debated;
  - vi. shall specify the amount of time the meeting shall stand recessed;
  - vii. shall not include additional instructions;
  - viii. shall require a Majority Vote to be adopted; and
  - ix. if resolved in the affirmative, requires that the Chair declare a recess and state the time that the meeting is scheduled to resume.

**15.21 Motion to Adjourn**

- (a) A motion to adjourn a meeting:
  - i. may be moved or seconded by any Member;
  - ii. shall not require notice to be introduced;
  - iii. may be introduced orally;
  - iv. shall not be debated;
  - v. shall not be amended;
  - vi. shall not include additional instructions;
  - vii. shall be in order except:
    - (a) when a Member is speaking or during the taking of a vote;
    - (b) immediately following the affirmative resolution of a motion that a vote on the matter be now taken; and
    - (c) when a Member has already indicated to the Chair that they wish to speak on the matter.
  - viii. shall require a Majority Vote to be adopted;
  - ix. if resolved in the negative, shall not be made again until Council has conducted further proceedings; and
  - x. if resolved in the affirmative, shall require that the meeting be adjourned immediately.

## **16. Voting**

### **16.1 Majority Rules**

- (a) Except as otherwise provided in these procedures, the concurring votes of a majority of Members present and voting are necessary to carry any motion or other measure.

### **16.2 Members Present Shall Vote**

- (a) When a motion is put to a vote, every Member present at a meeting, including the Chair, shall vote thereon unless prohibited by statute or by these procedures.
- (b) If a Member that is present does not vote when a motion is put, they shall be deemed to have voted in the negative, except where the Member is prohibited from voting.

### **16.3 Procedures During Voting**

- (a) When the Chair calls for a vote on a motion, each Member who is attending the meeting in-person shall occupy their seat and shall remain there, and no Member shall speak or make any other noise or disturbance until the result of the vote has been declared by the Chair.
- (b) After the Chair calls a vote on a motion, no Member shall speak to the motion nor shall any other motion be made until after the vote is taken and the result has been declared.

### **16.4 Members Considered Absent**

- (a) A Member attending the meeting in-person who is not in their seat when the Chair calls the vote on a motion is considered absent and is not entitled to vote on that motion.

### **16.5 Tied Vote**

- (a) Where a vote is taken and a tie results, the motion shall be deemed to have been decided in the negative.

### **16.6 Unrecorded Vote**

- (a) The manner of determining the outcome of an unrecorded vote shall be at the discretion of the Chair of the meeting.

## 16.7 **Recorded Vote**

- (a) When a recorded vote is requested by a Member or is otherwise required, the Clerk shall record the name and vote of every Member on the motion.
- (b) A recorded vote shall be in order at all meetings and may be requested before or immediately after the taking of the vote. If a Member disagrees with the announcement of the Chair on an unrecorded vote that a motion is carried or defeated, they may immediately object to the Chair's declaration and require that a recorded vote be taken on the motion.
- (c) Members shall use electronic voting equipment for the purpose of recording their vote if available.
- (d) The result of the recorded vote shall be displayed once voting has closed and then declared by the Chair.
- (e) Should Council or Committee meet in a location where there is no electronic voting system or should the electronic voting system be inoperable:
  - 1. The order in which Members vote on recorded votes shall be in alphabetical order of the Members present and voting (with necessary modifications made for alternate members), commencing and continuing through the alphabet with the Member who made the request and then back to the beginning of the alphabet, if necessary, until all Members have voted, save and except the Chair who shall vote last;
  - 2. If a request is made by the Chair for a recorded vote, the order in which Members vote shall be in alphabetical order of the Members present and voting, save and except for the Chair who shall vote first.

## **17. Standing Committees**

### **17.1 Composition**

- (a) There shall be four Standing Committees of Council:
  - i. The Finance and Administration Committee;
  - ii. The Health and Social Services Committee;
  - iii. The Planning and Economic Development Committee; and
  - iv. The Works Committee.
- (b) Each of the Standing Committees shall be composed of seven Members, not including the Regional Chair.
- (c) Council may at any time appoint a special Committee to enquire into and report on any matter.

### **17.2 Matters within Standing Committee Jurisdiction**

- (a) Matters of business shall be first addressed at the appropriate Standing Committee before any recommendations from the Standing Committee pertaining to the matter are considered by Council.
- (b) Standing Committees may refer, defer, table, or receive a matter for information without recommendation to Council. Notwithstanding this provision, Standing Committees may also recommend that Council refer, defer, table, or receive a matter for information.
- (c) Where any statute confers a right to be heard by Council before the passing of a by-law, or where Council by statute is required to hold a public meeting before the passing of a by-law, such a meeting or hearing may be held at the Committee having jurisdiction over the subject matter of the by-law.

### **17.3 Presiding Officers**

- (a) The Regional Chair shall preside over Committee of the Whole meetings or may appoint the head of a local area municipality to preside as Chair. If the Regional Chair has not appointed a Chair, and is absent, then the Acting Chair shall preside over a meeting of Committee of the Whole. In the absence of both the Regional Chair and Acting Chair, another Member of the Committee shall be appointed by a Majority Vote to preside over the meeting.
- (b) For Standing Committees, the Committee Chair shall preside at the meeting of a Committee. In the absence of the Committee Chair, the Committee Vice-Chair shall preside at the meeting. In the absence of both the Committee Chair and Vice-Chair, another Member of the Committee shall be appointed by a Majority Vote to preside over the meeting.



- (c) Standing Committee Chairs shall have the same rights and privileges as all other Committee Members, including the right to vote and participate in debate.

#### 17.4 **Order of Business in Committee of the Whole**

- (a) The order of business for regular meetings of Committee of the Whole shall be as follows, subject to such changes as may be appropriate in the circumstances:
  - 1. Call to Order
  - 2. Roll Call
  - 3. Declarations of Pecuniary Interest
  - 4. Statutory Public Meetings
  - 5. Presentations
  - 6. Delegations
  - 7. Correspondence
  - 8. Reports
  - 9. Confidential Matters
  - 10. Adjournment

#### 17.5 **Order of Business in Standing Committees**

- (a) The order of business for regular meetings of Standing Committees shall be as follows, subject to such changes as may be appropriate in the circumstances:
  - 1. Call to Order
  - 2. Roll Call
  - 3. Declarations of Pecuniary Interest
  - 4. Adoption of Minutes
  - 5. Statutory Public Meetings
  - 6. Presentations
  - 7. Delegations
  - 8. Applicable Section – Correspondence
  - 9. Applicable Section – Reports
  - 10. Repeat 8 and 9 as required
  - 11. Advisory Committee Resolutions
  - 12. Confidential Matters
  - 13. Other Business
  - 14. Adjournment

## **17.6 Committee Procedures**

- (a) The rules contained within these procedures shall be observed in Committee of the Whole and Standing Committees, except as follows:
  - i. The number of times a Member may speak on any matter shall not be limited, provided that all Committee Members who wish to speak have had an opportunity to do so before any Member may speak again.
  - ii. Meetings of Committees shall be open to all Members of Council who may, with the permission of the Committee Chair, take part in discussion or debate after Members of the Committee have had the first opportunity to speak. Visiting Members shall not move, second, or vote on motions at the Committee meeting.

## **18. Advisory Committees**

- 18.1 The rules governing the procedures and conduct of Members in Standing Committees as specified in section 17.6(a) shall be observed in Advisory Committee meetings with necessary modifications, except as otherwise provided in the Advisory Committee's Terms of Reference.
- 18.2 Advisory Committees shall not receive presentations, hear delegations, or consider any matter when a quorum is not present.
- 18.3 The Clerk may cancel a meeting of an Advisory Committee in consultation with the Staff Liaison to the Committee, in accordance with section 7.7.

## **19. Appendices**

- 19.1 The following appendices shall form part of these procedures:
  - (a) Appendix A: "Closed Meeting Protocol";
  - (b) Appendix B: "Electronic Meeting Procedures";
  - (c) Appendix C: "Inaugural Meeting Procedures"; and
  - (d) Appendix D: "Procedure for Alternate Council Members".
- 19.2 The Chair and Clerk are authorized to make minor administrative amendments and corrections to the appendices at any time.

## Closed Meeting Protocol

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### 1. Objective

To provide information regarding the statutory requirements and Regional procedures with respect to Council and Committee meetings that are closed to the public.

### 2. Definitions

**Closed Meeting** – means a meeting, or part of a meeting, which is closed to the public as permitted by the Municipal Act, also referred to as an "in-camera meeting".

### 3. Should the Meeting be Closed

In the interests of accountability and transparency, and when possible, Regional Council endeavours to conduct its decision making in public. Staff are requested to consider the following questions when determining whether a matter should be considered in a Closed Meeting:

**Question 1:** Does the matter meet the criteria in the Municipal Act (Section 10 of the Procedural By-law) for the meeting to be closed?

**Question 2:** If so, just because the meeting can be closed, does that mean it should be closed?

The determination regarding whether a matter should be dealt with in a Closed Meeting is the responsibility of the relevant Department Head in consultation with the Regional Clerk and the Director of Legal Services.

It is important to remember that non-confidential matters should not be discussed during a Closed Meeting. The Committee should rise from the Closed Meeting and discuss any non-confidential matters publicly in open session.

### 4. Municipal Act Rules for Closed Meetings

Discretionary Exceptions (the meeting may be closed to consider these matters):

Topic / Municipal Act Exception	Discussion Can Include
Security of Property of the Regional Corporation	<ul style="list-style-type: none"> <li>• Regional property</li> <li>• Regional facilities</li> <li>• Regional assets</li> </ul>
Personal Matters About Identifiable Individuals	<ul style="list-style-type: none"> <li>• Municipal employees</li> <li>• Members on boards and committees</li> </ul>
A Proposed or Pending Acquisition or Disposition of Land	<ul style="list-style-type: none"> <li>• Purchases</li> <li>• Sales</li> <li>• Leases</li> <li>• Expropriations</li> </ul>

Topic / Municipal Act Exception	Discussion Can Include
Labour Relations or Employee Negotiations	<ul style="list-style-type: none"> <li>• Union or Employee Negotiations</li> </ul>
Litigation or Potential Litigation, including matters before Administrative Tribunals	<ul style="list-style-type: none"> <li>• Current or Pending Litigation</li> <li>• Matters before the Ontario Municipal Board</li> </ul>
Advice that is Subject to Solicitor-Client Privilege	<ul style="list-style-type: none"> <li>• Legal Opinions or Advice</li> <li>• Status Reports/Briefings</li> </ul>
Matters under Other Legislation	<ul style="list-style-type: none"> <li>• Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)</li> <li>• Emergency Management and Civil Protection Act</li> </ul>
Information explicitly supplied in confidence to the Region by Canada, a province or territory or a Crown agency of any of them.	<ul style="list-style-type: none"> <li>• Information supplied in confidence by the Government of Canada, a province or territory, or a Crown agency.</li> </ul>
A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Region which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.	<ul style="list-style-type: none"> <li>• Information which could prejudice a competitive position.</li> <li>• Information which could interfere with contractual or other negotiations of an individual, group or organization.</li> </ul>
A trade secret or scientific, technical, commercial or financial information that belongs to the Region and has monetary value or potential monetary value.	<ul style="list-style-type: none"> <li>• Information that has monetary value or potential monetary value.</li> </ul>
A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on	<ul style="list-style-type: none"> <li>• Legal Opinions or Advice</li> <li>• Status Reports/Briefings</li> </ul>

Topic / Municipal Act Exception	Discussion Can Include
by or on behalf of the Region.	
Education or Training	<ul style="list-style-type: none"> <li>• Council Orientation</li> </ul>

Mandatory Exceptions (the meeting must be closed to consider these matters):

Topic / Municipal Act Exception	Discussion Can Include
Request under the Municipal Freedom of Information and Protection of Privacy Act	<ul style="list-style-type: none"> <li>• FOI Requests</li> </ul>
An Ongoing Investigation respecting the Region by an Ombudsman	<ul style="list-style-type: none"> <li>• Ongoing Investigation by Ombudsman appointed under the Ombudsman Act or Ombudsman appointed by the Region</li> </ul>

## 5. Statutory Requirements for Closed Meetings

Pursuant to Sections 238 and 239 of the Municipal Act:

- Public notice of a Closed Meeting must be given.
- Before holding a meeting or part of a meeting that is to be closed to the public, Council must state by resolution, the fact of the holding of the Closed Meeting and the general nature of the matter to be considered at the Closed Meeting.
- All resolutions, decisions and other proceedings at Closed Meetings are to be recorded without note or comment.
- Closed Meeting proceedings shall be recorded by the Regional Clerk and/or his or her designate.
- Any person may request an investigation of whether the Region has complied with Section 239 of the Municipal Act or the Procedural By-law in respect of a meeting or part of a meeting that was closed to the public.

## 6. Access Requests for Closed Meeting Reports and Materials

Reports and materials prepared for consideration at Closed Meetings are records that may be subject to Freedom of Information (FOI) access requests under the Municipal Freedom of Information and Protection of Privacy Act. While it would be desirable to protect the confidentiality of records that are considered at Closed Meetings, in the event of an appeal, the Region could be ordered to release such records.

## 7. Closed Meeting Reports and Recommendations

### Reports

Whenever possible, written Closed Meeting reports are preferred over verbal reports as written reports provide for a more detailed account of the confidential record. Written reports also ensure that Council/Committee is prepared for any decisions they may need to consider in relation to a Closed Meeting discussion. It is also important to ensure that information that can be made available to the public is disclosed appropriately. Aside from a singular report appearing on a Closed Meeting agenda, consideration shall also be given to the following:

**Option A:** A report to appear on the Open Meeting agenda which provides as much general context in relation to the Closed Meeting matter as possible without disclosing confidential details and a confidential attachment to provide the accompanying confidential details; or

**Option B:** A companion report to appear on the Open Meeting agenda which provides for as much general context in relation to the Closed Meeting matter as possible without disclosing confidential details; or

**Option C:** A recommendation for Council/Committee to direct staff to prepare a related information report to be included as part of a subsequent Open Meeting agenda.

### **Report Titles**

The following standard format is to be used for Closed Meeting report titles and included on Open Meeting agendas for notice purposes:

Confidential Report of the <Department Head> – <reference to Topic/Municipal Act Exception> with respect to <reference to subject matter, property location>

The Regional Clerk's office may be consulted when developing report titles.

### **Recommendations**

Under the Municipal Act, Council or Committee in a Closed Meeting is permitted to vote on procedural motions or to direct or instruct Regional officers, agents or employees. Some actions which conform to this requirement are inherently confidential and should not be considered publicly. Other actions, however, can and should be voted on in an Open Meeting. The following are best practices with respect to the consideration of an Open Meeting motion related to a matter discussed by Council or Committee in a Closed Meeting:

**Option A:** If it is recommended that a report be received for information, this recommendation must be introduced in the Open Meeting. In this case, the following procedural motion should be used to rise from the Closed Meeting:

That Council/Committee rise from the closed meeting and report.

Once Council/Committee has risen from the Closed Meeting, the recommendation to receive the report for information may be introduced, using the following motion:

That Confidential Report <report #> be received for information.

**Option B:** If the report includes recommendations for approval by Council/Committee, the recommendations must be introduced in the Open Meeting. In this case, the following procedural motion should be used to rise from the Closed Meeting:

That Council/Committee rise from the closed meeting and report.

Once Council/Committee has risen from the Closed Meeting, the recommendations may be introduced by Council/Committee, using the following motion:

That the recommendations contained in Confidential Report <report #> be adopted.

In order to ensure that there is appropriate context for the introduction of the motion, the Chair shall consider presenting appropriate background information prior to Council's consideration of the motion.

**Option C:** If it is recommended that direction be given to staff to report back at a subsequent meeting, this direction can appear as part of a recommendation within the staff report and be passed in a Closed Meeting:

That staff be directed to report back at a subsequent meeting of Council/Committee in relation to <subject matter>.

If determined to be appropriate, greater detail can also be provided as part of the direction to staff. The following is an example to illustrate:

That staff be directed to prepare a report for the January 1, 2019 Council/Committee meeting in relation to the approach contemplated in Option Two of Report #2015-X-1 regarding <subject matter>.

**Option D:** If it is recommended that information which was previously confidential be released publicly at a subsequent time, this direction can appear as part of a recommendation within the staff report; or may be part of a motion for direction to staff. The recommendation may be passed in the Open Meeting or the Closed Meeting. If the recommendation is being passed in the Open Meeting, the following procedural motion should be used to rise from the Closed Meeting:

That Council/Committee rise from the closed meeting and report.

Once Council/Committee has risen from the Closed Meeting, the recommendations may be introduced by Council/Committee, using the following motion:

That the recommendations contained in Confidential Report <report #> be adopted; and

That staff be directed to report back at a subsequent meeting of Council/Committee in order to publicly release information in relation to <subject matter>.

In order to ensure that there is appropriate context for the introduction of the motion, the Chair shall consider presenting appropriate background information prior to Council's consideration of the motion.

## **8. Closed Meeting Minutes**

Minutes of a Closed Meeting will be recorded in accordance with the Municipal Act and Section 10.8 of the Procedural By-law. All resolutions, decisions and other proceedings at Closed Meetings are to be recorded without note or comment. Closed Meeting proceedings shall be recorded by the Regional Clerk and/or his or her designate.

Unless otherwise directed by Council/Committee, distribution of Closed Meeting Minutes will be limited to Members of Council, the Chief Administrative Officer, Department Heads, the Regional Clerk and/or his or her designate, and other Regional Staff as deemed necessary, at the discretion of Council, the Regional Chair or relevant committee.

## **9. Public Disclosure**

### **Disclosing Closed Meeting Information**

Members of Council and Regional Staff shall not disclose or release information considered in a Closed Meeting. This is a standard practice established to protect the interests of both Council and the Region. However, if Council deems it desirable and appropriate to release the final recommendations, the following clause may be included as part of the motion to adopt the recommendations in the confidential report, to authorize staff to release/publish the recommendations adopted by Council:

- b) That staff be directed to release the recommendations adopted by Council as it pertains to Confidential Report <report #>;

### **Disclosing Closed Meeting Agenda Items**

Although information contained in Closed Meeting reports shall not be disclosed, the Municipal Act requires that public notice of meetings be provided in a Procedural By-law. The Region's Procedural By-law requires that there be public notice of meetings and that the agenda, including a list of items to be considered at each meeting, be posted on the website and made available prior to the meeting.

In order to be accountable and transparent, and to inform individuals of the matters to be dealt with in closed session, Council and its committees shall open all meetings in open session and pass a motion to move into closed session. Once matters in the Closed Meeting have been dealt with, Council/Committee shall reconvene in open session to disclose, in a general manner, how the agenda items were dealt with in the Closed Meeting. A sample Chair's script is attached as Appendix A to the Closed Meeting Protocol.



**10. Addition of a Closed Meeting Item Not on the Agenda**

In the event an item not appearing on an agenda must be considered at a meeting due to exceptional circumstances involving urgent or time sensitive issues, prior to the next regularly scheduled meeting or in advance of the time required to convene a special meeting, the item may be added to the agenda by way of an addendum pursuant to Section 8.7 of the Procedural By-law.

In order for a 'time sensitive' matter to be added to an addendum, as soon as practical the relevant Department Head shall advise the Regional Clerk of the matter and provide an explanation as to its urgency.

In the event an item not appearing on an agenda or addendum must be added to the agenda, the Chief Administrative Officer and/or relevant Department Head shall advise Council/Committee and provide an explanation as to its urgency. Pursuant to Section 19.4 of the Procedural By-law, the item can be introduced by dispensing with notice on a two-thirds majority vote of the members present and voting.

**11. Attendance at a Closed Meeting**

Unless otherwise directed by Council/Committee, attendance at Closed Meetings is limited to the Chief Administrative Officer, Department Heads, the Regional Clerk and/or his or her designate, and other Regional Staff as deemed necessary, at the discretion of the relevant Department Heads.

Regional Staff are to remain outside the Closed Meeting room until called to speak to their specific matter. Regional Staff should vacate the meeting once their matter has been dealt with by Council/Committee.

**12. Closed Meeting Prelude**

In order to remind the Members of Council/Committee of their obligations in closed session, the Chair shall read a script at the beginning of the closed session detailing the Closed Meeting rules of the Region of Durham (Appendix B to the Closed Meeting Protocol).

**Appendix "A"****Sample Script when rising from the Closed Meeting**

Council/Committee met in Closed Session to consider matters it is permitted to do so under the Municipal Act, and as listed on today's Council/Committee agenda. The following items were considered during the Closed Session:

List of Items Considered in Closed Session

In the continuing interest of transparency and open government, I am reporting in public session any outcomes from today's closed session meeting.

As a result of our closed session today, I wish to report the following:

Examples:

Minutes from Previous Closed Session – A question of Item <x> was considered by Council/Committee from these minutes

LPAT Appeal Update – Council received information regarding LPAT Litigation related to <ROPA amendment number or file number>

Labour Relations/Employee Negotiations – Direction was given to staff respecting negotiations with Local XXXX.

Litigation Matter – Direction was given to staff with respect to litigation related to <subject matter>

Solicitor-Client Privilege – Council/Committee received legal advice related to <subject matter>

**Appendix "B"****Sample Script at the Beginning of a Closed Meeting**

Please be advised that Council/Committee will now meet in Closed Session in accordance with subsection 239(2) of the Municipal Act to consider:

- (a) the security of property of the Regional Corporation
- (b) personal matters about an identifiable individual
- (c) a proposed or pending acquisition or disposition of land
- (d) labour relations or employee negotiations
- (e) litigation or potential litigation
- (f) advice that is subject to solicitor-client privilege
- (g) a matter in respect of which Council may hold a closed meeting under another Act
- (h) information explicitly supplied in confidence to the Regional Corporation by Canada, a province or territory or a Crown agency of any of them
- (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Regional Corporation, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization
- (j) a trade secret or scientific, technical, commercial or financial information that belongs to the Regional Corporation and has monetary value or potential monetary value
- (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Regional Corporation

I will be verbally reporting out in a general sense on all items considered in the closed session once we rise from the closed session and move back to open session.

Note: Only reference the section of the Municipal Act that pertains to the matters to be considered in Closed Session. Any other matters not mentioned in the motion to move into closed session cannot be discussed.

MFIPPA Requests or Ombudsman Investigation

Please be advised that Council/Committee will now meet in Closed Session in accordance with subsection 239(3) of the Municipal Act to consider:

- (a) a request under the Municipal Freedom of Information and Protection of Privacy Act
- (b) an ongoing investigation respecting the municipality by the Ombudsman

I will be verbally reporting out in a general sense on all items considered in the closed session once we rise from the closed session and move back to open session.

Note: Only reference the section of the Municipal Act that pertains to the matters to be considered in Closed Session. Any other matters not mentioned in the motion to move into closed session cannot be discussed.

Educational or Training Sessions

Please be advised that Council/Committee will now meet in Closed Session in accordance with subsection 239(3.1) of the Municipal Act for the purpose of <subject>.

Examples: Council Orientation; Professional Development

I will be verbally reporting out in a general sense on all items considered in the closed session once we rise from the closed session and move back to open session.



<b>Title: Electronic Participation</b>	
<b>Policy #: G-ELE-1</b>	
<b>Approved by Regional Council</b>	<b>Page #: 1 (of 5)</b>
<b>Issued: April 27, 2022</b>	<b>Revised:</b>
<b>Responsibility: Regional Clerk and Regional Chair</b>	<b>Section: General</b>

## **1. Policy**

1.01 In accordance with the Procedural By-law 44-2018, as amended, the Regional Clerk, in consultation with the Regional Chair, shall establish practices and procedures for electronic participation.

## **2. Purpose**

2.01 To outline the rules, policies and procedures with respect to participating in meetings of Council, Standing Committees, Committee of the Whole, Advisory Committees and local boards when electronic participation is available.

2.02 To ensure that as many aspects as possible for electronic participation mimic those for in-person participation, including the enforcement of the rules and consequences of in-person participation.

2.03 To ensure the transparency of Council and Committee deliberations during meetings in which participants may be attending electronically.

## **3. Definitions**

3.01 "Council Chambers" means the Council Chambers meeting room located at the Regional Municipality of Durham headquarters building

3.02 "Device" means the technology used to access the electronic meeting platform, these may include, but are not limited to, mobile devices such as smart phones and tablets, or desktop computers

3.03 "Electronic Meeting Platform" means an application or digital platform used to allow participants to attend a meeting via the internet, examples include, but are not limited to, Zoom and Microsoft Teams

3.04 "Electronic Participation" means attending a meeting through an electronic meeting platform

3.05 "Hybrid Meeting" means a meeting at which participants may be attending both in-person or via an electronic meeting platform

3.06 "In-person" means attending a meeting by being physically present in the designated meeting room

3.07 "Participant" means a member of the Council, Committee or local board; or a member of the public, or staff who is attending the meeting either electronically or in-person

3.08 “Region” means the Regional Municipality of Durham

3.09 “Streaming” means broadcasting the meeting in real-time via the Region’s website: [durham.ca](http://durham.ca)

#### **4. Background**

4.01 Bill 187 received Royal Assent on March 19, 2020 to amend the Municipal Act, 2001 to provide that during emergencies, should they choose to, members of councils, local boards and committees of either of them who participate electronically in open and closed meetings may be counted for the purposes of quorum.

4.02 On March 25, 2020 Regional Council amended the Procedural By-law #44-2018 to allow for members of Regional Council and local boards to participate electronically in Standing Committee, Committee of the Whole, Board and Council meetings, in cases where an emergency has been declared to exist in all or part of the municipality, and that such participation count towards quorum, and that delegations also be permitted via electronic participation.

4.03 The Procedural By-law was further amended on June 24, 2020 to allow for electronic participation at all times for Advisory Committee, Standing Committee, Committee of the Whole, Board and Council meetings. However, members would not be counted towards quorum or be able to participate in closed meetings unless it was during a declared emergency, in accordance with the Municipal Act.

4.04 Bill 197 received Royal Assent on July 21, 2020 to amend the Municipal Act, 2001 to allow for members of Council who are participating electronically to count towards determining quorum and to participate in closed meetings at all times. The procedural By-law was amended on July 29, 2020 to reflect these new provisions.

#### **5. Preamble**

5.01 These procedures may be amended from time to time by the Regional Clerk, in consultation with the Regional Chair, and will be made available on the Regional website at [durham.ca](http://durham.ca).

5.02 These procedures may be amended to coincide with the electronic meeting platform and the technology being used. Currently, the Region uses Microsoft TEAMS.

5.03 Separate procedures explaining how to use the electronic meeting platform may be sent via email to members prior to each meeting which will be held electronically. If members will also be in attendance in the meeting room, the procedures may also be printed and made available in the room.

5.04 This document is intended to provide clarity on electronic meeting procedures only and should be considered as a companion document to the Procedural By-law 44-2018, as amended. Should there be a discrepancy between these procedures and the Procedural By-law, the Procedural By-law shall take precedence.

#### **6. Declared Emergencies**

6.01 These procedures may be amended if an emergency has been declared, for example during a pandemic emergency, members of the public may not be allowed to attend the meeting in-person and delegates may have to participate electronically.

6.02 If a hybrid meeting is being conducted during a pandemic situation, then those attending in-person may be required to wear a mask or face covering when they enter the meeting room and may remove it once they are in their designated seating area, in compliance with any current public health orders. Additionally, those attending in person may need to complete a screening process, or meet other requirements as outlined in legislation. Notification of attendance may also need to be provided to the Clerk at least 24 hours prior to the meeting to ensure that physical distancing measures can be met where required.

## **7. Hybrid Meetings/Technology Integration**

7.01 The microphones in Council Chambers have been configured to work with electronic meetings. If there are members participating remotely and members participating in the Council Chambers (in-person), then those in the Chambers will use their devices to join the meeting and keep the microphone and speaker on their device turned off. They will use the microphones in Chambers to participate in the meeting and they will hear the meeting audio over the speakers in Chambers. Members in the Council Chambers and those participating remotely will use the cameras on their devices to enable the video feature. The meeting experience should be comparable for those participating in-person and those participating remotely.

## **8. Procedures**

### **Convening and reconvening Meetings:**

8.01 Each meeting will begin with a roll call conducted by the Clerk or designee.

8.02 If there is a recess during the meeting, a roll call will be conducted when the meeting resumes.

8.03 The Clerk will make note of which members participated in-person and which members participated remotely.

8.04 General procedural reminders will be verbally outlined by the Regional Clerk or designees at the beginning of every meeting.

### **Closed Meetings:**

8.05 Should a meeting go into Closed Session, those members who have made a declaration of interest on the matter to be discussed will need to electronically "leave" the meeting and join again once the closed session is completed. The Regional Clerk must be satisfied the Member has left the meeting.

8.06 Those members participating in the closed session will be reminded that they are to be in a room by themselves and that no one else is to be privy to the closed meeting. Members participating from a remote location are required to wear a headset during closed sessions. Members must ensure the confidentiality of the meeting and that the deliberations are private.

### **Communication Via Meeting Platform:**

8.07 The "chat" feature in the electronic meeting platform will be used only to indicate requests to speak or requests to question, not for discussion or comments.

8.08 The request to question or request to speak will not be acknowledged until the matter the member wishes to speak to is being considered.

8.09 Members participating in-person will also indicate requests to speak and requests to question using the "chat" feature in the meeting platform.

**Use of Video Function:**

8.10 Those participating in the meeting will turn their cameras on to use the “video” function on their device so that all participants are visible at all times. Those participating from somewhere other than the Council Chamber are urged to use the settings in Microsoft Teams to “blur” their background view to ensure privacy.

**Declarations of Interest:**

8.11 Members will audibly declare pecuniary interests as defined in the Municipal Conflict of Interest Act and will submit a written copy of their declaration electronically to [clerks@durham.ca](mailto:clerks@durham.ca) as soon as possible. Written declarations may be submitted prior to the meeting.

**Motions:**

8.12 Members will submit any motions they wish to make in advance via email to [clerks@durham.ca](mailto:clerks@durham.ca) and will identify a seconder. Motions may be circulated during the meeting and can be displayed in the Council Chamber.

**Streaming:**

8.13 If the live stream stops working during a meeting that involves electronic participation (full or hybrid), then the meeting will recess for 15 minutes while the live streaming issues are resolved. If the issues cannot be resolved during the 15 minute recess, then the meeting will be adjourned until the live stream is available.

**Voting:**

8.14 Members participating electronically are expected to vote if they are signed-in to the meeting. If the member needs to leave the meeting for any reason, they are to leave/sign-out and re-join the meeting once they are able too. The onus is on the member to adhere to the Procedural By-law, Municipal Act and Code of Conduct and vote if they are “present” at the meeting and are not disqualified from voting by any Act.

8.15 When a recorded vote is called for, a Roll Call vote is conducted by the Regional Clerk or designee; members are to audibly indicate how they wish to vote when their name is called. Members who do not vote will be marked as absent as it is not possible to determine whether the member is present and not voting.

**9. Public Delegations/Presentations**

9.01 Delegates and presenters may be permitted to participate electronically in a manner approved by the Regional Clerk and Chair, or in-person in the case of a hybrid meeting.

9.02 Regional AV employees will operate any electronic presentation material.

9.03 Delegates and presenters participating in-person will use the lectern in Council Chambers to speak. The microphone and surface of the lectern will be sanitized following each delegate.



## **10. References**

10.01 Procedural By-law 44-2018, as amended

10.02 Municipal Act.

## **11. Inquiries**

11.01 For additional information regarding this policy please contact the Regional Clerk at [clerks@durham.ca](mailto:clerks@durham.ca)

## **APPENDIX C:**

### **PROCEDURES FOR THE INAUGURAL MEETING OF COUNCIL**

#### **1. PROCEEDINGS**

- 1.1 The first meeting of Council after a regular election shall be held after the councils of the area municipalities have held their first meetings, but in any event not later than thirty-one (31) days following the day on which the term of office in respect of which the election was held commences, on such date and at such time and place as may be fixed by By-law of the Regional Council.
- 1.2 The order of proceedings at the first meeting of Council after a regular election shall be as follows:
- (a) the filing of certificates in accordance with Section 232 of the Act:
    - (i) Regional Chair
    - (ii) Members of Council;
  - (b) declarations of office in accordance with the provisions of Section 232 of the Act:
    - (i) Regional Chair
    - (ii) Members of Council;
  - (c) inaugural address by the Regional Chair;
  - (d) appointment of Members to the Police Services Board;
  - (e) appointment of Standing Committee Chairs;
  - (f) appointment of Members to Standing Committees;
  - (g) passage of a confirming by-law.

#### **2. APPOINTMENT OF COMMITTEES**

- 2.1 The appointment of the Committee Chairs, Members of the Standing Committees and Members to the Regional Municipality of Durham Police Services Board shall be in the following order:

- (a) One Member to the Regional Municipality of Durham Police Services Board to be the Head of Council or designate;
- (b) A second and third Member to the Regional Municipality of Durham Police Services Board;
- (c) A Committee Chair for each Standing Committee;
- (d) Two Members to each Standing Committee;
- (e) Two further Members to each Standing Committee;
- (f) Two further Members to each Standing Committee.

2.2 The order in which Committee Chairs and Members are to be appointed to Standing Committees shall be decided by lot, drawn by the Clerk.

2.3 The appointments under section 22.1 of this By-law shall be conducted at the first meeting of Regional Council after a regular election, and shall be conducted in the following manner, with modifications as necessary:

- (a) The Chair as Presiding Officer shall call for nominations;
- (b) Each nomination shall be regularly moved and seconded;
- (c) When there are no further nominations, the Chair shall call for a motion declaring nominations closed;
- (d) After nominations have been closed, the Chair shall ask each nominee if they wish to stand for election. If a nominee declines to stand, their name shall be withdrawn from the list of nominees;
- (e) If only one nominee stands for appointment, they shall be declared appointed;
- (f) When more than one nominee stands for appointment, a vote shall be taken;
- (g) To be appointed a nominee shall obtain a vote of the majority of the Members present and voting;
- (h) The vote shall be by roll-call of all Members present and voting, the order of which will be decided by lot, drawn by the Clerk;
- (i) The Clerk shall appoint, as required, members of their staff to act as scrutineers for the appointment;
- (j) If there are only two nominees who elect to stand:

- (i) The nominee who receives the majority required to be appointed, shall be declared appointed; or
  - (ii) If there is an equality of votes, after three successive rounds of voting with the same results, a deadlock shall be declared and the Clerk shall conduct a draw by lot of the nominees, with the name of the nominee who is drawn being declared appointed.
- (k) If there are more than two nominees who elect to stand:
  - (i) The nominee who receives the majority required to be appointed, shall be declared appointed;
  - (ii) If no nominee receives the majority required to be appointed, the name of the nominee receiving the least number of votes shall be dropped and Council shall proceed with the next vote;
  - (iii) If two or more nominees are tied with the least number of votes, the Clerk shall conduct a draw by lot of the tied nominees until there is one name not drawn and the nominee who is not drawn, shall be dropped and Council shall proceed with the next vote;
  - (iv) Voting shall continue until either a nominee receives the majority required to be appointed or it becomes apparent by reason of an equality of votes or any other reason that no nominee can be appointed. After three successive rounds of voting with the same results, a deadlock shall be declared and the Clerk shall conduct a draw by lot of the nominees, with the name of the nominee who is drawn being declared appointed.
- 2.4 The Members of each Standing Committee shall appoint a Committee Vice-Chair at their first meeting of Committee after a regular election.
- 2.5 Each Member of Council shall serve on one of the Standing Committees.
- 2.6 Members appointed to the Regional Municipality of Durham Police Services Board shall also be a Member of a Standing Committee.
- 2.7 No Member except the Regional Chair shall serve on more than one Standing Committee.
- 2.8 The term of the Members to Standing Committees shall be for a two year term with appointments to be made at the first meeting of Council after a regular election and in December of the second year of the four year term of Council.

- 2.9 The term of the Members to the Regional Municipality of Durham Police Services Board shall be for the term of the Council.



## ***CORPORATE SERVICES – LEGISLATIVE SERVICES POLICIES AND PROCEDURES MANUAL***

Section B - Corporate Services - Legislative Services General Procedures	Date Originated: January 1, 2018 Revision Date:
Authority/Reference: Council/Regional Clerk	
Subject: <b>Temporary Replacement - Alternate Members of Regional Council</b>	

### **1.0 Purpose:**

- 1.1 To outline the policies and procedures with respect to Alternate Members of Regional Council, if appointed by the lower-tier municipalities.

### **2.0 Definitions:**

- 2.1 “Regional Council Member” means a member duly elected to a lower-tier council and to Regional council in The Regional Municipality of Durham.
- 2.2 “Lower-Tier Council Member” means a member duly elected to the council of a lower-tier municipality within The Regional Municipality of Durham.
- 2.3 “Alternate Council Member” means a Lower-Tier Council Member who has been appointed by the lower-tier council to act as a substitute member on Regional council when another member of that lower-tier Council is unable to attend a Regional council meeting.

### **3.0 Background:**

- 3.1 The Municipal Act Subsection 268 (1) allows that the council of a local municipality may appoint one of its Lower-Tier Council Members as an Alternate Council Member, to act in place of a person who is a member of the councils of the local municipality and its upper-tier municipality, when the person is unable to attend a meeting of the upper-tier council for any reason. This subsection does not authorize the appointment of more than one Alternate Council Member during the term of council, or the appointment by the local municipality of an alternate head of council of the upper-tier municipality.

### **4.0 Policy:**

- 4.1 Each of the eight local area municipalities of Ajax, Brock, Clarington, Oshawa, Pickering, Scugog, Uxbridge, and Whitby, may choose to appoint one (1) of their



## ***CORPORATE SERVICES – LEGISLATIVE SERVICES POLICIES AND PROCEDURES MANUAL***

local councillors to act as an Alternate Council Member should one of their regional councillors be unable to attend a Regional Council meeting. Alternate Council Member attendance is limited to Regional Council meetings only.

- 4.2 In accordance with the Act, only one Alternate Council Member is to be appointed by each area municipality. The Alternate Council Member would be appointed for the entire term of Council. Should the seat of the Alternate Council Member become vacant, then the municipality may appoint another member to act as the Alternate Council Member to Regional Council. The area municipal Clerk will notify the Regional Clerk if an Alternate Council Member has been appointed and provide the Regional Clerk with a copy of the Alternate Council Member's oath of office.
- 4.3 Alternate Council Members may only substitute when a Regional Council Member from their area municipality is unable to attend a meeting, substitutions for part of a meeting will not be permitted.
- 4.4 If more than one member is absent from a lower-tier municipality, the alternate may only substitute for one of the absent members from their municipality.
- 4.5 This policy applies to short-term substitutions only such as when a member must be absent for a Council meeting for any reason (planned or unforeseen). Section 267 of the Act may also apply and is a provision the area municipality may consider for longer-term absences.

### **5.0 Procedure re Notification:**

- 5.1 When a Regional Council Member knows that they will not be able to attend a Regional Council meeting and that their municipality's Alternate Council Member will be attending in their place, they should attempt to notify the Regional Clerk, in writing, as soon as possible prior to the meeting. Written notification may be sent to [clerks@durham.ca](mailto:clerks@durham.ca). The Clerk of the area municipality may also send notification on behalf of the Regional Council Member subject to their municipality's procedures, if any.
- 5.2 The Region is not responsible for notifying Alternate Council Members that they are expected to be in attendance. Regional Council Members should refer to their area municipality's procedures, if any, in this regard.
- 5.3 It is understood that unforeseen circumstances may arise when a Regional Council Member is unable to send notification prior to the meeting that an Alternate Council Member will be attending in their place. When notification has not been received by the Regional Clerk prior to the meeting, an Alternate



## ***CORPORATE SERVICES – LEGISLATIVE SERVICES POLICIES AND PROCEDURES MANUAL***

Council Member may advise the Clerk, or the Clerk's representative, at the meeting that they are acting as a substitute for a Regional Council Member.

### **6.0 Powers/Duties of the Alternate Council Member:**

- 6.1 While in attendance at a Regional Council meeting, the Alternate Council Member will have all of the same powers and duties as a Regional Council Member e.g. may move motions and vote. The Alternate Council Member must adhere to all applicable policies and procedures that apply to Regional Council Members while in attendance at a meeting e.g. the Region's Procedural By-law and Council Code of Conduct.
- 6.2 The Alternate Council Member will only have the same powers and duties of a Regional Council Member during the meeting they are attending. Prior to, or after the meeting, the Alternate Council Member cannot submit agenda items such as notices of motion, or pull items from the Region's Council Information Package for inclusion on an upcoming Agenda.

### **7.0 Administrative Matters:**

- 7.1 The Regional Clerk's office will maintain a record of the names of the Alternate Council Members appointed by each lower-tier municipality, as provided by the lower-tier municipal clerk.
- 7.2 The minutes of Regional Council meetings will reflect when a Regional Council Member is absent and that a named Alternate Council Member attended in their place.
- 7.3 Alternate Council Members may access the Region's Council agenda package via the web at [www.durham.ca](http://www.durham.ca) or may request a paper copy from the Clerk. Confidential agenda material will only be provided to the Alternate Council Member upon the Regional Clerk being advised that the alternate member will be attending the meeting, or upon attendance at the meeting if notice is not provided.
- 7.4 The Region will make every attempt to prepare for the attendance of an Alternate Council Member provided that sufficient notice is given. Preparation may include updating the name plates in Council Chambers; provision of a paper copy of the Agenda, including any confidential material to be discussed at the meeting in advance of the meeting; and a mileage expense form.





## ***CORPORATE SERVICES – LEGISLATIVE SERVICES POLICIES AND PROCEDURES MANUAL***

- 7.5 Alternate Council Members will receive mileage compensation at the approved corporate rate from the Region for attendance at a meeting. As attendance as an Alternate Council Member is seen as fulfilling part of the duties as a Lower-Tier Council Member, no further compensation from the Region will be provided.
- 7.6 Once appointed, Alternate Council Members will receive a copy of the Region's Procedural By-law and may also request a brief orientation session from the Clerk.

### **8.0 Discrepancies:**

- 8.1 If a discrepancy should arise where a Regional Council Member and an Alternate Council Member are both in attendance at the start of a meeting, the Regional Council Member shall assume their role at the meeting. Regardless of whether the Alternate Council Member is under the belief that they are attending on the Regional Council Member's behalf, they will not be permitted to act in the capacity as Alternate Council Member when the Regional Council Member is in attendance, but may attend the meeting as a public spectator only.
- 8.2 Once the determination has been made that an Alternate Council Member is attending on a Regional Council Member's behalf, the Alternate Council Member shall remain on behalf of the Regional Council Member for the duration of the meeting, regardless of whether the Regional Council Member shows up. The Alternate Council Member will be noted as the member in attendance for the entire meeting and the Regional Council Member may attend the meeting as a public spectator only.

### **9.0 Legal Expense Indemnification**

- 9.1 An Alternate Council Member member will only be considered a Regional Council Member during attendance at a Regional Council meeting. At all other times they will be considered as a private citizen for the purposes of the Region's Legal Expense Indemnification Policy. The Alternate Council Member would not be entitled to Legal Expense Indemnification from the Region for any statutory prosecution or disciplinary proceeding brought against them, unless such action is the result of an incident that occurred during the Alternate Council Member acting in good faith, in the course of their duties, at a Regional Council meeting, if during such time they were acting as an Alternate Council Member member of Regional Council.



# The Regional Municipality of Durham Report

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To: Finance and Administration Committee  
From: Chief Administrative Officer  
Report: 2022-A-24  
Date: December 13, 2022

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**Subject:**

**2022 Durham Region Employee Census**

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**Recommendation:**

That this report be received for information.

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**Report:**

**1. Purpose**

- 1.1 The purpose of this report is to provide an overview of the Durham Employee Census that was administered to all Regional staff from April to June 2022.

**2. Background**

- 2.1 An Employee Census helps public sector organizations understand the diversity of its workforce in relation to the community it serves. It can also provide insight into employees' sense of inclusion. The Region last completed an employee census in 2016.
- 2.2 An Employee Census focuses on assessing the representation of Indigenous Peoples and equity-deserving groups as these are the groups that experience persistent and systemic discrimination in the labour market. Collecting and analyzing data that identifies people on the basis of race, disability, sexual orientation, and other identities is encouraged by the Ontario Human Rights Commission.
- 2.3 Durham Region contracted with Turner Consulting Group to conduct the Employee Census with the goal of obtaining information in the following three areas:

1. Organizational information (e.g., employment status, department and division, and length of service, etc.),
  2. Demographic composition of staff (e.g. disability, religion/faith, age, racial identity, gender/gender identity, and sexual orientation), and
  3. Sense of inclusion of staff across the different departments and demographics.
- 2.4 Census data provides information needed to measure and understand the diversity of Regional staff and inform the design of programs, including employee attraction, recruitment and retention strategies, as well as learning and development to promote inclusion of all employees.
- 3. Previous Reports and Decisions**
- 3.1 N/A
- 4. Methodology**
- 4.1 The survey consisted of 27 questions and took respondents less than 10 minutes to complete. All employees were invited to complete the census which was available online and in paper form.
- 4.2 Participation was voluntary, anonymous, and confidential. The Region did not receive any raw demographic data. The consultants provided the Region with summary reports that did not include individual information.
- 4.3 The census questions were developed by the consultants with input from the CAO's office. Questions were then reviewed by internal collaborators to ensure they met the Region's requirements under the Municipal Freedom of Information and Protection of Privacy Act and were consistent with organizational priorities.
- 4.4 A Canadian service provider hosted the online census and captured respondent's data. The Region's Information Technology Division reviewed the security of provider's data storage system to ensure that it complied with the regional requirements.
- 4.5 A communication strategy was developed by the Region's Corporate Communications division to ensure that all employees were informed of the census and encouraged to participate using various communication tools (staff video, newsletter, screensaver, posters with QR codes, managers toolkit, etc.) before and after the launch of the census.
- 4.6 In departments where employees do not have regular access to computers (e.g., Long Term Care, Transit, Works, etc.), targeted strategies were developed such as:

- Distributing paper copies of the census to employees,
- Setting up kiosks at entrances of work locations with census laptops and having representatives on hand to answer employees' questions, and
- Including an accessible and downloadable paper copy on the Durham Employee Census website.

## 5. Results

- 5.1 An infographic summarizing the demographic results is attached as Appendix A. The full Durham Employee Census Report comprises Appendix B.
- 5.2 Of Durham Region's 4,367 permanent full-time and permanent part-time employees, 2,784 chose to participate in the census. This represents a response rate of 64% which provides a good overview of the diversity of Durham Region's workforce.
- 5.3 **Sense of inclusion at the Regional level vs team level:** Employees they were asked about the extent to which they feel included in the workplace as a Durham Region employee, as a member of their division, and as a member of their work team:

**Table 1. Sense of Inclusion. Employee Census. Regular Full-Time and Part-Time Employees.**

	All of the time	Nearly all of the time	Most of the time	A few times	Never	I prefer not to answer
As a Durham Region employee	24%	23%	28%	16%	6%	1%
At the division level	24%	22%	26%	17%	10%	2%
At the team level	35%	23%	24%	12%	4%	1%

As Table 1 shows, employees reported feeling a greater sense of inclusion at the team level than at the Region or division level. Overall, 75% of survey respondents reported a positive sense of inclusion (i.e., 24% reported feeling included all of the time, 23% nearly all of the time, and 28% most of the time). Conversely, 22% reported negative feelings of inclusion (16% reported feeling included a few times and 6% never).

- 5.4 **Age:** The largest proportion of survey respondents were between the ages of 35 and 44 years (28%) and 45 to 54 years (27%). A smaller proportion are aged 55 years and over (20%), signifying that about 20% of Durham Region's workforce

may be eligible to retire in the coming decade. In terms of sense of inclusion, the census found lower scores among those in the youngest and oldest age groups.

- 5.5 **Disability:** The Employee Census asked employees to identify whether they are living with a disability, and if so, to specify the type of disability. As shown in Table 2, 21% of all survey respondents reported having a disability. A mental health disability was the most prevalent type of disability representing 11% of the Region's workforce. 88% of staff with a disability indicated their disability is not evident (invisible disability). Employees with disabilities report a lower sense of inclusion scores.

Table 2. Persons with Disabilities, Employee Census. Regular Full-Time and Part-Time Employees.		
	Survey Respondents	
	#	%
Person with a disability	563	21%
Visible disability	58	2%
Invisible disability	493	19%
Prefer not to answer	26	1%
Person without a disability	1,948	74%
Prefer not to answer	124	5%
Total	2,635	100%

- 5.6 **Indigenous and Racialized Identity:** The survey asked employees whether they identified as having North American Indigenous ancestry and to specify the race with which they identify, regardless of place of birth or ethnicity. Table 3 shows that racialized people are underrepresented in the Region's workforce—20% of survey respondents identified as racialized, compared with 27% of the region's residents.

Table 3. Racialized Population, Employee Census. Regular Full-Time and Part-Time Employees.			
	Survey Respondents		Durham Region (2016 Census) 12
	#	%	%

North American Indigenous	81	3%	2%
White/European	1,839	70%	81%
Racialized People	525	20%	27.1%
East Asian	67	3%	2.3%
South Asian / East Indian / Indo-Caribbean	177	7%	8.6%
Southeast Asian	68	3%	2.6%
Black / African	156	6%	8.0%
Non-White Latino or Hispanic	25	1%	1.0%
Non-White Middle Eastern, West Asian, or North African	23	1%	1.9%
Other and mixed racialized origin	106	4%	2.6%
Prefer not to answer	136	5%	—
<b>Total</b>	<b>2,623</b>	<b>100%</b>	<b>—</b>
* Percentages total to more than 100 owing to multiple responses.			

When it came to sense of inclusion, Indigenous peoples as well as racialized employees reported lower scores than White employees as shown in Table 4:

**Table 4. Sense of Inclusion, Indigenous and Racial Identity, Employee Census. Regular Full-Time and Part-Time Employees.**

<b>Racial Group</b>	<b>All of the time</b>	<b>Nearly all of the time</b>	<b>Most of the time</b>	<b>A few times</b>	<b>Never</b>	<b>I prefer not to answer</b>	<b>Total</b>
White Employees	46%	24%	19%	6%	3%	2%	1839
Racialized Employees	22%	19%	27%	22%	8%	3%	525
Indigenous Employees	26%	20%	15%	15%	14%	9%	79

- 5.7 **Gender / Gender Identity:** The Employee Census asked employees to indicate their gender identity. Sixty-two percent of survey respondents indicated that they identify as women and 27% of employees identify as men, while 1% identified as gender diverse. This largely reflects the types of jobs and the work conducted by the Region and the gender representation in certain jobs (e.g., high representation of women in social work or health care). While only a small number of survey respondents identified as gender diverse, a relatively high number reported a negative sense of inclusion (38%) compared to both men and women, at 12% and 8%, respectively.
- 5.8 **Sexual Orientation:** Employees were asked to identify their sexual orientation. The options were bisexual, gay, heterosexual/straight, lesbian, pansexual, queer, questioning, and Two- Spirit. If a survey respondent did not identify with one of these sexual orientations, employees were able to input an option of their choosing. Eighty-five percent of employees identified as heterosexual/straight, with 5% identifying as 2SLGBTQ+ and a relatively large proportion of employees chose not to answer this question (10%). At the Region, 2SLGBTQ+ employees do not report feeling as strong a sense of inclusion as their heterosexual colleagues, as shown in Table 5 below:

Table 5. Sense of Inclusion, Sexual Orientation. Employee Census. Regular Full-Time and Part-Time Employees.							
Sexual Orientation	All of the time	Nearly all the time	Most of the time	A few times	Never	I prefer not to answer	Total
Heterosexual/Straight	59%	18%	15%	4%	2%	2%	2210
Lesbian, Gay, Bisexual, Pansexual, Queer, Questioning, Two-Spirit	26%	18%	20%	18%	16%	3%	128

- 5.9 **Religion/Faith:** The census revealed that 47% of employees reported being affiliated with Christianity while 38% of survey respondents reported being atheist, agnostic, or having no religious affiliation. Seven percent of respondents indicated they identify with a non-Christian faith such as Buddhism, Hinduism, Indigenous spirituality, Islam, Judaism, or Sikhism. When asked whether they, as someone from their faith group, feel included in the Region's workplace, only 59% of those who identified with a non-Christian faith expressed feeling a positive sense of inclusion based on religion.

## 6. Recommendations and Next Steps

- 6.1 Through an analysis of the census datasets, the consultants provided the Region with 26 recommendations to address the findings (please see Appendix B for the full report and full list of recommendations). The CAO's office has identified the

following 4 recommendations as priorities and is mobilizing to address them as follows:

**Table 6. Current Status of Priority Recommendations.**

Priority Census Recommendation	Actions Underway to Address Recommendation
<p>Recommendation 1: It is recommended that the Region consult with employees in the Social Services (LTC and SSD), Health, and Transit departments to identify the factors that contribute to a lower overall sense of inclusion and to determine how these issues can be addressed.</p>	<ul style="list-style-type: none"> <li>• Implementation of department-specific DEI working groups with goals that include improving staff inclusion, service delivery to diverse clients, and embedding equity in departmental policies and practices.</li> <li>• Conducting focus groups with diverse staff in order to identify barriers and strategies. Focus groups to take place in early 2023.</li> </ul>
<p>Recommendation 4: Given that 11% of survey respondents reported that they have a mental health disability, it is recommended that the Region continue to educate employees about mental health, including reducing stigma around mental health, increasing supports to employees, and equipping managers to support and accommodate employees.</p>	<ul style="list-style-type: none"> <li>• CAO's office will work with Corporate Services to review current training offerings to ensure mental health is better understood and is appropriately accommodated.</li> </ul>
<p>Recommendation 17: It is recommended that the Region undertake a positive space campaign that includes delivering training and making resources available to assist managers, supervisors, and employees with creating safe and welcoming environments for those who identify as 2SLGBTQ+.</p>	<ul style="list-style-type: none"> <li>• Staff-led development of a positive space ambassadors program in progress; to include training, signage, and peer-led supports for staff.</li> </ul>
<p>Recommendation 25: It is recommended that Employee Resource Groups be created for Indigenous Peoples and members of the equity-seeking groups to provide input into Regional actions to create more diverse and inclusive work environments and to allow them to meet together in a safe space and support each other.</p>	<ul style="list-style-type: none"> <li>• CAO's office to leverage existing DEI Staff working groups to establish Employee Resource Groups/Affinity groups for staff from groups that experience systemic discrimination in the workplace.</li> </ul>



- 6.2 It is important for the Region to go beyond the census data to identify and address barriers to hiring, advancement, and inclusion that may be embedded within employment policies/practices and organizational culture. For this reason, the CAO's office will be conducting an Employment Systems Review, in partnership with the Human Resources Division, commencing in January 2023.
- 6.3 All of the recommendations from the Durham Employee Census and upcoming Employment Systems Review will form the basis of an equity-focused Action Plan to support the Region in serving the needs of a diverse Durham population through an engaged and skilled workforce.
- 6.4 While Federal employers are required to administer annual employment equity surveys, the Region will consider joining other public sector organizations and academic institutions in administering staff demographic surveys every 3-5 years. The 2022 Durham Employee Census can then serve as a baseline by which the Region measures employee representation across departments and whether we are making progress in fostering inclusive working environments.

## **7. Relationship to Strategic Plan**

- 7.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
- Goal 2: Community Vitality: To foster an exceptional quality of life with services that contribute to strong neighborhoods, vibrant and diverse communities, and influence our safety and well-being.
  - Goal 4: Social Investment: To ensure a range of programs, services and supports are available and accessible to those in need, so that no individual is left behind.

## **8. Conclusion**

- 8.1 The Durham Employee Census has provided the Region with much needed demographic and inclusion data about its workforce. This information, in conjunction with recent data releases from the 2019 Statistics Canada Population Census, will help identify and remove barriers within our employment policies and practices, focus our outreach recruitment efforts, and implement other measures to ensure the Region's workforce reflects the diversity of the population we serve.
- 8.2 The census will also help us better support staff in feeling included. This could mean creating positive and safe spaces for 2SLGBTQ+ employees, equipping managers to support employees with invisible disabilities, reducing bias in hiring, etc.
- 8.3 The Region will initiate an Employment Systems Review to identify systemic and attitudinal barriers. Recommendations from the employee census and the

Employment Systems Review will be addressed via an equity-focused Action Plan led by the CAO's office.

- 8.4 For additional information, contact: Allison Hector-Alexander, Director Diversity, Equity, and Inclusion at 905-668-7711, extension 3893.

## **9. Attachments**

Appendix A: Durham Employee Census Results Infographic

Appendix B: Durham Employee Census Final Report

Respectfully submitted,

Original signed by

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Elaine C. Baxter-Trahair  
Chief Administrative Officer

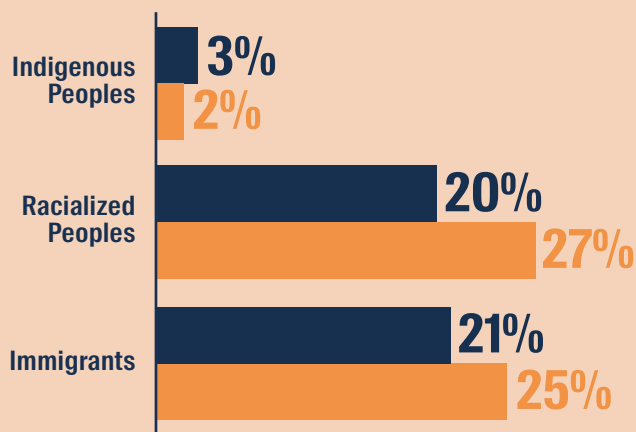
# DURHAM EMPLOYEE CENSUS RESULTS



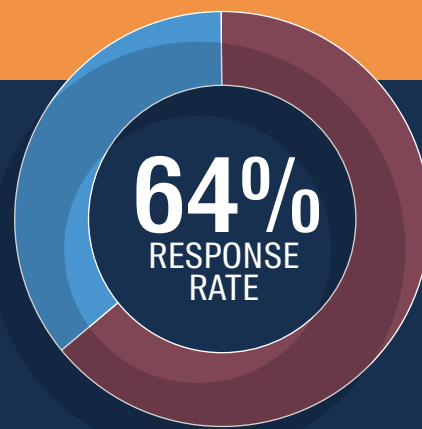
**Together  
we count**

Durham Region Employee Census

**2022**



■ Durham Workforce Census 2022 ■ Region of Durham (2016 Census)

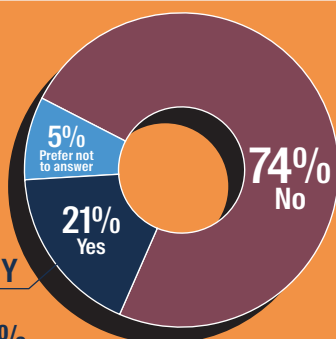
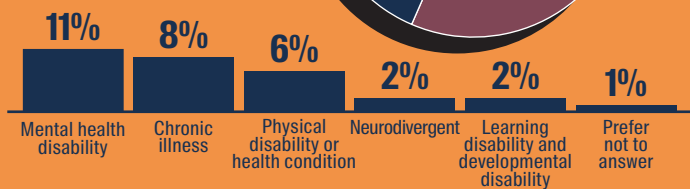


**RESPONSE RATE (Regular FT & PT)**  
2,784 of Durham Region's  
4,367 regular full-time and part-time  
employees participated in the census

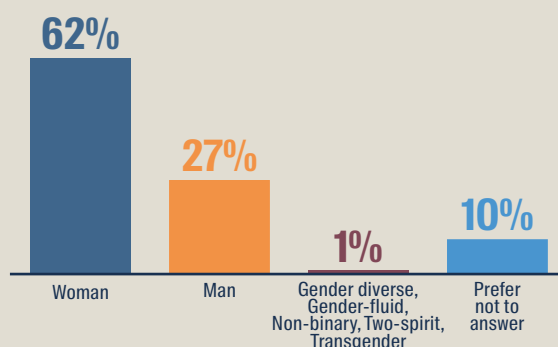
## DISABILITY

\* Employees were able to identify more than one type of disability

### TYPE OF DISABILITY

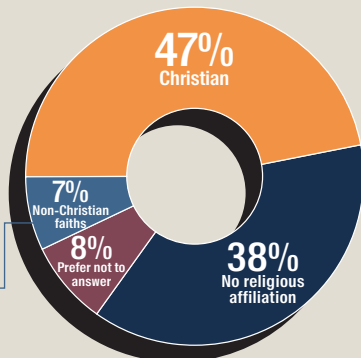
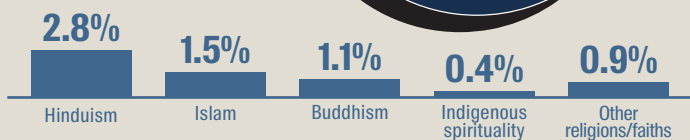


## GENDER IDENTITY

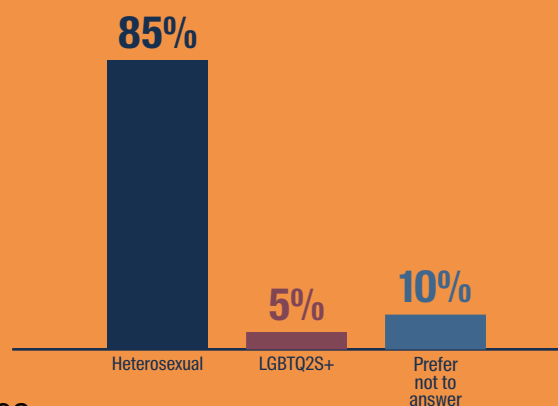


## RELIGION/FAITH

### NON-CHRISTIAN FAITHS



## SEXUAL ORIENTATION





# Durham Employee Census

## 2022



# Table of Contents

<b>PART A: Introduction .....</b>	<b>1</b>
<b>1. Background .....</b>	<b>1</b>
<b>2. Why Do This Work? .....</b>	<b>2</b>
<b>3. The Employee Census .....</b>	<b>4</b>
3.1 The Survey .....	4
3.2 Privacy Protections .....	5
3.3 Administration of the Survey .....	5
3.4 Analyzing the Data.....	7
3.5 Retaining the Data .....	8
<b>4. Response Rate .....</b>	<b>8</b>
<b>PART B: Census Results.....</b>	<b>11</b>
<b>5. Sense of Inclusion .....</b>	<b>11</b>
<b>6. Demographic Overview.....</b>	<b>13</b>
6.1 Age .....	13
6.2 Disability.....	14
6.3 Indigenous and Racialized Identity.....	18
6.4 Immigration Status .....	23
6.5 Gender / Gender Identity.....	24
6.6 Sexual Orientation .....	27
6.7 Religion/Faith .....	30
<b>7. Additional Analysis .....</b>	<b>33</b>
7.1 Management and Non-Management.....	33
7.2 Employees on Leave .....	34
7.3 Students.....	34
7.4 Temporary, Casual/On-call & Job Sharers .....	35
<b>8. Conclusion .....</b>	<b>36</b>
<b>Appendix A: Data by Department</b>	

## PART A: Introduction

### 1. Background

The Employee Census was designed to help the Regional Municipality of Durham (Durham Region, the Region) understand the diversity of its workforce in relation to the community served as well as employees' sense of inclusion. The census is aligned with the Region's commitment to provide an accessible, inclusive work environment that values the diversity of its staff and the community.

The Employee Census will provide the data to support evidence-informed decision making. By better understanding who its employees are, Durham Region will be able to identify gaps in representation, enabling it to create programs, priorities, and resources to help foster a more inclusive, respectful, and supportive environment for all employees. This data will help identify issues related to diversity and inclusion to guide the Region's work and will serve as a benchmark against which progress can be assessed.

Collecting and analyzing data that identifies people on the basis of race, disability, sexual orientation, and other identities is permitted, and in fact encouraged, by the Ontario *Human Rights Code* (the Code). The Ontario Human Rights Commission (OHRC) has "found that data collection can play a useful and often essential role in creating strong human rights and human resources strategies for organizations."<sup>1</sup> An Employee Census focuses on assessing the representation of Indigenous Peoples and the equity-seeking groups, as these are the groups that experience persistent and systemic discrimination in the labour market. These groups were identified by the 1984 Royal Commission on Equality in Employment as being women, racialized people (or visible minorities), Indigenous peoples, and persons with disabilities. More recently, members of the 2SLGBTQ+<sup>2</sup> communities have also been identified as groups that experience systemic barriers in employment. As such, these groups have also been identified as the groups designated for employment equity within many organizations.

The OHRC notes that collecting and analyzing workforce demographic data can be an effective and often essential tool for assessing whether people's rights under the Code are being, or might potentially be, infringed upon. Where underrepresentation exists or barriers to hiring and advancement have been identified, organizations have a duty to take

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<sup>1</sup> Ontario Human Rights Commission. Count me in! Collecting human rights-based data. Retrieved from <http://www.ohrc.on.ca/en/count-me-collecting-human-rights-based-data>

<sup>2</sup> This is a shortened acronym that incorporates anatomical sex, sexual orientation, and gender identity and is meant to refer to the entire lesbian, gay, bisexual, trans, queer, questioning, intersex, pansexual, Two-Spirit, and asexual communities, otherwise referred to as LGBTQIP2SAA.

corrective action to make sure that the Code is not being breached and will not be breached in the future.<sup>3</sup>

The OHRC requires that the data be collected in a way that follows accepted data collection techniques and abides by privacy and other applicable legislation. The OHRC also requires that the data be collected for a purpose that is consistent with the Code, such as:<sup>4</sup>

- Monitoring and evaluating potential discrimination
- Identifying and removing systemic barriers
- Lessening or preventing disadvantage, and
- Promoting substantial equity for people identified by Code grounds.

Durham Region contracted with Turner Consulting Group in 2022 to conduct the Employee Census with the goal of answering the following questions:

- What is the current demographic makeup of Durham Region's employees?
  - What is the representation of employees in various demographic groups, including disability, religion/fait, age, racial identity, gender identity, and sexual orientation?
  - How does the diversity of the Durham Region workforce compare with that of the Region of Durham residents?
- What is the experience of inclusion among diverse Durham Region employees?

## 2. Why Do This Work?

When conducting an Employee Census, a key question that arises is, Why is it important to spend the organization's time and resources on this work? The ultimate goal of equity, diversity, and inclusion efforts is to create more equitable human resource policies and practices, a more diverse workforce, and a more inclusive organizational culture. A census is part of the assessment of how diverse the organization is in relation to the community it serves. By understanding the community, an organization can chart its course to becoming more representative of the community's diverse residents. An Employee Census examines the diversity of an organization and the outcomes of the organization's ability to hire, retain, and support employees from diverse communities. An Employment Systems Review

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<sup>3</sup> Ontario Human Rights Commission. Count me in! Collecting human rights-based data. Retrieved from <http://www.ohrc.on.ca/en/count-me-collecting-human-rights-based-data/2-when-collecting-data-good-idea>

<sup>4</sup> Ontario Human Rights Commission. Count me in! Collecting human rights-based data. Retrieved from <http://www.ohrc.on.ca/en/count-me-collecting-human-rights-based-data>

explores the employment policies and practices, organizational culture, and individual attitudes that produce those outcomes.

In the past, the argument for creating a diverse workforce was based on a moral imperative. In other words, ensuring that the organization's workforce reflected the external population was "the right thing to do." Today, organizations are recognizing that a diverse workforce offers the benefits of innovation, creativity, productivity, and better service to an increasingly diverse community. As such, undertaking an Employee Census is an investment in the future strength of the organization.

There is a growing body of literature that makes a compelling business case for creating a diverse workforce and an inclusive organizational culture for all employees. The literature suggests that addressing issues of equity, diversity, and inclusion helps the organization in the following ways:<sup>5</sup>

**Provide improved service to Durham residents.** As the region's population is becoming increasingly more diverse, a diverse workforce helps the organization understand and respond to the needs of the community.

Diversity at all levels of the organization allows Durham Region to be responsive to the needs of the community it serves in three areas of customer service:

- At the *strategy level*, where strategic decisions about organizational direction and service delivery are made,
- At the *design level*, where service design decisions are made, and
- At the *service level*, which is the point of contact between Durham Region and residents, clients, and service users.

**More effectively recruit and better engage top talent.** A census helps the Region to identify potential barriers to the hiring, advancement, and inclusion of employees from diverse communities, backgrounds, and identities and can aid in the creation of more equitable policies and practices. This information increases the transparency and consistency of recruitment practices and supports better management and treatment of all

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<sup>5</sup> Bourke, J. (2018, January 22). The diversity and inclusion revolution: Eight powerful truths. *Deloitte Review*, Issue 22. <https://www2.deloitte.com/us/en/insights/deloitte-review/issue-22/diversity-and-inclusion-at-work-eight-powerful-truths.html>

Schawbel, D. (2012, May 13). *How companies can benefit from inclusion*. Forbes. <https://www.forbes.com/sites/danschawbel/2012/05/13/how-companies-can-benefit-from-inclusion/?sh=56abce90223d>

Dixon-Fyle, S., Dolan, K., Hunt, V., & Prince, S. (2020, May 19). Diversity wins: How inclusion matters. McKinsey & Company. <https://www.mckinsey.com/featured-insights/diversity-and-inclusion/diversity-wins-how-inclusion-matters>



employees. All employees ultimately benefit from efforts to create a more inclusive organization which helps the organization attract and keep the best employees.

**Reduce employee engagement costs.** Diverse, equitable, and inclusive organizations often have healthier workplaces and thus experience reduced costs associated with unhealthy work environments, such as absenteeism, turnover, legal costs, and time needed to address harassment and discrimination complaints. People who work in unwelcoming workplaces that are not accepting of diversity are more likely to leave the organization, take extended leaves of absence, and retire early.

**Improve productivity.** Workplaces that are unwelcoming of people from diverse communities, backgrounds, and identities can be poisoned and unproductive. Organizations that treat employees fairly and with respect, and that create and support a work environment in which all employees feel valued and safe from harassment, are typically rewarded with increased morale, better performance, and higher productivity overall.

**Improve creativity and innovation as well as efficiency and effectiveness.**

Organizations that encourage and support workplace diversity are better able to attract and retain top talent from an increasingly diverse labour market. This increases the diversity of perspectives, approaches, knowledge, and skills within the organization, which can in turn boost the organization's creativity and innovation.

**Improve corporate image.** Employers that are known to have a commitment to diversity and inclusion have a more positive corporate image and are viewed more favourably by the public, including prospective employees.

### **3. The Employee Census**

#### **3.1 The Survey**

The Employee Census was created by Turner Consulting Group with input from the Diversity, Equity and Inclusion (DEI) Division. The survey was also reviewed by Human Resources, Access and Privacy Office, Strategic Initiatives, Corporate Communications, and Legal Services to ensure that it met the Region's requirements under the *Municipal Freedom of Information and Protection of Privacy Act* and was consistent with other organizational priorities. The DEI Staff Working Group also reviewed the survey and provided input into the strategy for administering the survey to get the best response rate.

The census questions focused on collecting data about the groups that experience systemic and persistent discrimination in the labour market and to assess the extent to which employees from diverse communities, backgrounds, and identities feel included in the workplace. The questions were designed to allow for a direct comparison of the composition of the Region's workforce to Statistics Canada's 2016 Census of Canada data and other relevant data sources.

Additional data on age, length of service, level in the organization, and type of position was collected to assist in the analysis of the demographic data and thus identify any barriers to inclusion experienced by the various groups within the organization.

The survey consisted of 27 questions and took respondents less than 10 minutes to complete.

The completion of the Employee Census was voluntary, and participants could choose not to participate in the census in its entirety. If they chose to participate in the census, they were able to opt out of answering any of the questions by selecting the response “I prefer not to answer.” Employees were also able to exit the survey at any time.

### **3.2 Privacy Protections**

A Canadian service provider (Simple Survey) was used to host the online census and capture the data. The Simple Survey platform encrypts all data in transit and provides a high level of security for the storage of the data on a Canadian server.<sup>6</sup> The Region’s Information Technology Division reviewed the security of Simple Survey’s data storage system to ensure that it complies with the Region’s requirements. Furthermore, only authorized employees from Turner Consulting Group have had access to the data through password-protected computers. No Durham Region employee had access to the database or to the individual responses.

Additional steps also have been taken to ensure that individual employees cannot be identified in this report. First, smaller work units were grouped with other units. Second, where fewer than 10 employees identified as belonging to a particular identity group, the data has been grouped with other categories.

### **3.3 Administration of the Survey**

A high survey response rate is critical to painting an accurate picture of the diversity of the workforce—the more employees who complete the survey, the more accurate the snapshot will be.

Key to a high survey response rate is the administration of the survey. The goal of the survey administration strategy is to ensure that all employees know about and are able to complete the survey. Critical to achieving this goal is a communication strategy that informs all employees about the census, addresses their concerns, and encourages them to participate in this important organizational initiative. As such, a communication strategy was developed by the Region’s Corporate Communications team to ensure that all

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<sup>6</sup> More information about the security of this data storage system is available at:  
<https://simplesurvey.com/canadian-hosted-survey-software/>

employees were informed about the census prior to its launch and could have their questions about the census answered.

Employees were informed of the census and encouraged to participate using various communication tools before and after the launch of the census.

The census went live on April 21, 2022. The census was announced through email communications to all employees from the Chief Administrative Officer (CAO) and a townhall meeting. The email included a link to the Durham Employee Census website, hosted by Turner Consulting Group, which provided further information on the census, answered frequently asked questions, and explained how employee privacy and confidentiality would be maintained. The online survey remained open until June 3, 2022, to give all employees, especially those who do shift work, the opportunity to complete the survey online.

Divisional Liaisons were identified and supported the successful completion of this work by:

- Providing input into the survey administration strategy to support a good response rate for their division
- Supporting the communication of the census project goals to employees in their area
- Helping identify project barriers by identifying employee concerns and recommending solutions to the census team, and
- Assisting in the development of strategies to engage employees in their areas.

In order to increase employees' comfort levels with completing the census, employees were given the option of completing the census online or on paper. In divisions where employees do not have regular access to computers (e.g., Long Term Care, Transit, etc.), targeted strategies were developed such as:

- Distributing paper copies of the census to employees,
- Setting up tables at entrances of work locations with paper surveys, census laptops, and having representatives on hand who could answer employees' questions, and
- Including an accessible and downloadable paper copy on the Durham Employee Census website. Employees were able to print and complete the survey and return it directly to the consultant by mail.

All managers were provided with a Manager's Toolkit, which contained the information they needed to administer the survey, answer staff questions, and support a high response rate among their work teams. Managers were asked to give employees 10 minutes to complete the survey during a scheduled meeting.

Employees who completed the census were also able to enter their names into an incentive draw to receive a Starbucks or Tim Horton's gift card. Their names and contact information were kept separate from their Employee Census data. The consultant randomly selected 25 individuals to receive a gift card. All gift cards were distributed by the consultant.

Completed paper surveys that were collected by managers or other Durham Region employees were delivered unopened to Turner Consulting Group by courier. The consultant was responsible for entering the data into the census database for analysis.

### **3.4 Analyzing the Data**

Preparation and analysis of the data occurred in three stages: data vetting, data entry, and data analysis.

Data vetting and recoding are important steps to ensure that the data collected through the census can be analyzed. Data vetting involved reviewing answers to the census questions and ensuring that the information provided was sufficiently accurate. If someone wrote in a response to a question that fit into one of the pre-established categories, it was recoded into the correct category. For example, if they wrote in "Catholic" in response to the question about faith or religion, it was categorized as Christian. In addition, where a person wrote an unrelated answer—for example, "human" in response to the question about race—this response was recoded to "I prefer not to answer."

The goal of the census was to identify areas of underrepresentation for Indigenous Peoples and the equity-seeking groups and any potential barriers to hiring and advancement. As such, areas of underrepresentation are identified and recommendations made for where the Region should focus its attention. The recommended actions have not been prioritized in this report. Instead, the Region should consider the recommendations, along with available resources, related activities, and strategies, in order to prioritize them and develop an implementation plan. So, while the consultant has analyzed the data to identify what the issues are and how they can be addressed, it is up to the Region to determine the specific actions to be taken and when these actions will be implemented.

The census also sought to assess the sense of inclusion felt by employees from diverse backgrounds based on various identities. These questions allowed survey respondents to select from three positive responses (I feel included all of the time; nearly all of the time; most of the time), and two negative responses (a few times; never). Survey respondents were also able to choose not to answer the question. Where some groups of employees had noticeably more positive or negative responses than other groups, this difference is identified and explored.

In our analysis, we also comment on the proportion of survey respondents who chose not to answer a particular question. These responses give potential insight into the perspectives of those with either marginalized or dominant identities. First, those with

marginalized identities may have chosen not to answer particular questions because of fear of disclosure. In this context, marginalized identities can include those with hidden identities, such as people who identify as 2SLGBTQ+, have a non-evident disability, identify as Indigenous, or practise a non-Christian religion. They may choose not to self-identify as belonging to a particular group out of fear that disclosure could have negative repercussions on their current and future job prospects within the organization.

In addition, employees may be part of the dominant group and may have misunderstandings about the purpose of the census (e.g., that they will lose their job if they don't identify with a marginalized identity). They may also feel offended that they are asked to indicate their race, gender identity, sexual orientation, and so on. As such, high rates of refusing to answer particular questions are noted, as this information provides the Region with insight as to where additional education about workplace equity, diversity, and inclusion may be needed.

### **3.5 Retaining the Data**

This survey represents a snapshot of the composition of the organization as of June 2022. The database will be retained by Turner Consulting Group for 1 year following the completion of this report. This will allow Durham Region to request any additional analyses of the data. At the end of the 1-year period, the database will be deleted.

Once data entry was completed, all paper surveys were shredded. Only electronic data is retained for this 1-year period.

## **4. Response Rate**

Section A of the Employee Census asked employees whether they wished to participate in the census. If they chose not to participate, employees were given the opportunity to share why.

While participating in the survey was voluntary, all employees were asked to complete this section of the census to allow Durham Region to determine the extent to which all employees received the census and were provided with the opportunity to complete it. This question also provides an opportunity to better understand why employees might have chosen not to participate in the census.

The response rate represents the number of employees who confirmed that they received the survey and chose to participate in the census by answering at least one question. The goal was to achieve a survey rate of 100%, meaning that all employees knew about and indicated that they had the opportunity to complete the survey, with a response rate goal of 80%.

The formula for calculating the response rate is as follows:

$$\text{Response rate} = \frac{\text{Number of employees that answered at least one census question}}{\text{Total number of Durham Region employees}} \times 100$$

The survey was administered to all 4,754 Durham Region employees active at the time the census was launched; 3,234 chose to participate by answering at least one question, giving a response rate of 68%. In addition, information about the census was shared with staff on short-term leaves, with 74 employees choosing to participate in the census. The survey was also administered to students that were hired during the census period; 72 students chose to participate in the census.

Of Durham Region's 4,367 permanent full-time and permanent part-time employees, 2,784 chose to participate in the census. This represents a response rate of 64%. While it is lower than the ideal of 80%, it provides a good overview of the diversity of Durham Region's workforce. The responses of students as well as the employees on leave are not included in the analysis of the data for all permanent employees, instead the diversity among these groups is examined at the end of this report.

The survey response varied by department, as summarized in Table 1.

<b>Table 1. Employee Census, Response Rate by Department.</b>			
<b>Department</b>	<b>Total Regular Employees (FT and PT)</b>	<b>Survey Respondents (Regular FT and PT)</b>	<b>Response Rate</b>
Chief Administrative Office	50	44	88%
Corporate Services Department	194	128	66%
Finance Department	174	110	63%
Health Department	700	454	65%
Planning and Economic Development Department	55	48	87%
Social Services - LTC and SSD Department	1,419	380	27%
Social Services Department	472	353	75%
Transit Department	471	129	27%
Works Department	832	347	42%
Don't know	--	46	--
Prefer not to answer	--	745	--
<b>TOTAL</b>	<b>4,367</b>	<b>2,784</b>	<b>64%</b>

Employees were able to indicate if they chose not to participate in the census; 120 identified that they preferred not to participate in the census. They were also able to share their reasons for not wanting to participate in the census. Only 39 of the 120 employees offered a reason for not participating in the census. The most frequently cited reasons were as follows:

- Don't feel that diversity should be a consideration when hiring (8)
- No real answer given (e.g., "no," "personal reasons," "not interested") (6)
- Feel the questions are too personal and don't feel comfortable sharing that information (4)
- Don't have the time to complete it (4)
- Nothing will change (3)
- Question the organization's motives for asking (2)
- Concerned about privacy (2).

Others shared several other reasons for not wanting to participate, including that they are a recent hire or are on leave.

This report focuses on Durham Region's permanent full-time and permanent part-time employees. The final section of the report includes an analysis of temporary, casual, and on-call employees, as well as students and those on short-term leaves.

An appendix is also included which provides a summary of the data for each department.

## PART B: Census Results

### 5. Sense of Inclusion

Following Section B of the census, which asked After employees responded to census questions about their employment status, length of service, and department, employees they were also then asked about the extent to which they feel included in the workplace as a Durham Region employee, as a member of their division, and as a member of their work team. Table 2 compares employees' sense of inclusion by department. Their sense of inclusion as a member of their by division and work team is provided by department work team is listed in Appendix A.

<b>Table 2. Sense of Inclusion. Employee Census. Regular Full-Time and Part-Time Employees.</b>							
	<b>All of the time</b>	<b>Nearly all of the time</b>	<b>Most of the time</b>	<b>A few times</b>	<b>Never</b>	<b>I prefer not to answer</b>	<b>TOTAL</b>
As a Durham Region employee	24%	23%	28%	16%	6%	1%	2,659
At the division level	24%	22%	26%	17%	10%	2%	2,659
At the team level	35%	23%	24%	12%	4%	1%	2,659

As Table 2 shows, employees reported feeling a greater sense of inclusion at the team level than at the Region or division level. While 75% reported a positive sense of inclusion as a Durham Region employee, and 72% at the division level, 82% reported a positive sense of inclusion at the team level.

Table 3 compares employees' sense of inclusion by department. The average sense of inclusion as a member of their division and work team is provided by department in the appendix.

Overall, 75% of survey respondents reported a positive sense of inclusion (i.e., 24% reported feeling included all of the time, 23% nearly all of the time, and 28% most of the time). Conversely, 22% reported negative feelings of inclusion (16% reported feeling included a few times and 6% never).

Employees' sense of inclusion varies by department, with employees in the Finance Department (95%), the Planning and Economic Development Department (94%), and the Chief Administrative Office (89%) reporting the most positive sense of inclusion.



**Table 3. Sense of Inclusion by Department, Employee Census. Regular Full-Time and Part-Time Employees.**

Department	All of the time	Nearly all of the time	Most of the time	A few times	Never	I prefer not to answer	TOTAL
Chief Administrative Office	39%	34%	16%	11%	0%	0%	44
Corporate Services Department	31%	28%	30%	6%	2%	3%	128
Finance Department	41%	29%	25%	5%	1%	0%	110
Health Department	21%	24%	27%	20%	7%	1%	454
Planning and Economic Development Department	27%	40%	27%	4%	0%	2%	48
Social Services Department - LTC and SSD Department	20%	17%	31%	22%	8%	1%	380
Social Services Department	30%	30%	29%	10%	1%	0%	353
Transit Department	27%	15%	29%	15%	12%	2%	129
Works Department	31%	20%	28%	13%	7%	1%	347
<b>TOTAL</b>	<b>24%</b>	<b>23%</b>	<b>28%</b>	<b>16%</b>	<b>6%</b>	<b>1%</b>	<b>2,183</b>

Three departments stand out with lower positive feelings of inclusion and higher negative feelings of inclusion. Thirty percent of survey respondents in the Social Services Department — LTC and SSD Department, 27% in the Health Department, and 27% in the Transit Department reported feeling included a few times or never.

The Employee Census also asked employees whether they feel included in the workplace based on their gender identity, race, sexual orientation, and so on. An analysis of their overall sense of inclusion is provided in the section that analyzes the response to each demographic question.

### Implications and Recommendations

It is clear that employees' sense of inclusion differs across departments, a variation that is likely based on several factors. This finding suggests that further consultation with employees may be needed to determine the factors that contribute to a low sense of inclusion and to develop relevant strategies to address the identified issues.

**Recommendation 1:** It is recommended that the Region consult with employees in the Social Services (LTC and SSD), Health, and Transit departments to identify the factors that contribute to a lower overall sense of inclusion and to determine how these issues can be addressed.

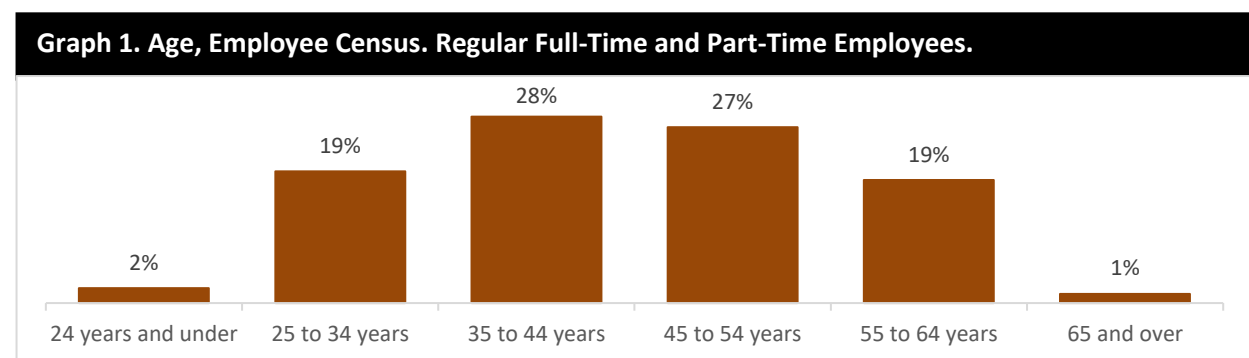
## 6. Demographic Overview

### 6.1 Age

The Employee Census asked employees to identify the age group they belong to.

Unlike the other demographic questions, age was not asked on the survey in order to review the representation of employees from the various age groups compared with the age profile of the population in the Region of Durham. Instead, age was asked to consider the feelings of inclusion among employees in the various age groups. Age was also used for additional analysis of data on Indigenous and racialized employees.

As Graph 1 shows, the largest proportion of survey respondents were between the ages of 35 and 44 years (28%) and 45 to 54 years (27%). A smaller proportion are aged 55 years and over (20%), signifying that about 20% of Durham Region's workforce may be eligible to retire in the coming decade. A similar proportion are under the age 35 years (21%).



Survey respondents were asked to what extent they, as someone of their age, feel included in the Region's workplace.

**Table 4. Sense of Inclusion, Age, Employee Census. Regular Full-Time and Part-Time Employees.**

Age Group	All of the time	Nearly all of the time	Most of the time	A few times	Never	I prefer not to answer	TOTAL
24 and under	15%	34%	30%	13%	7%	2%	61
25 to 34	22%	28%	28%	17%	5%	0%	512
35 to 44	30%	27%	26%	11%	5%	1%	747
45 to 54	30%	26%	28%	12%	3%	1%	713
55 to 64	27%	23%	29%	15%	4%	2%	493
65 and older	25%	11%	33%	22%	3%	6%	36
<b>TOTAL</b>	<b>24%</b>	<b>23%</b>	<b>28%</b>	<b>16%</b>	<b>6%</b>	<b>1%</b>	<b>2,635</b>

As Table 4 shows, those in the older and younger age groups were less likely to feel included in the workplace. While 16% of those aged 35 to 44 years and 45 to 54 years

reported feeling included a few times and never, this was the case for 20% of those 24 years and under, 22% of those aged 25 to 34 years, 19% of those aged 55 to 64 years, and 25% of those aged 65 years and older.

### **Implication and Recommendations**

With multiple generations in the workplace, the Region may need to consider training and supports to help employees work across intergenerational differences and strategies to create more positive feelings of inclusion among younger and older workers.

The Region may also wish to further explore the factors that contribute to a lower sense of inclusion among those in the younger age groups, such as precarious work, lack of opportunities for advancement, and so on, as well as among those in the older age groups.

**Recommendation 2:** It is recommended that the Region further explore the factors that contribute to a lower sense of inclusion among those in the younger and older age groups in order to consider strategies to increase their sense of inclusion.

## **6.2 Disability**

The Employee Census asked employees to identify whether they are living with a disability, and if so, to specify the type of disability.

The survey defined a person with a disability as someone living with a long-term or recurring physical, mental, sensory, psychiatric, or learning challenge. Examples of disabilities include:

- Chronic illness (including but not limited to heart disease, cancer, diabetes, stroke, arthritis)
- Neurodivergent (including but not limited to autism spectrum disorder, ADHD)
- Learning disability (including but not limited to dyslexia, non-verbal learning disabilities)
- Mental health disability (including but not limited to depression, bipolar, anxiety, post-traumatic stress disorder)
- Physical disability or health condition (including but not limited to blindness and visual impairment, deaf, deafened, or hard of hearing, speech difficulties, mobility issues, epilepsy, amputation, multiple sclerosis)
- Developmental disability (including but not limited to cerebral palsy, spina bifida)
- Any other disability affecting your ability to work and/or to perform activities of daily living.

As shown in Table 5, 21% of survey respondents reported having a disability, while 74% reported that they do not. Five percent chose not to answer this question.

<b>Table 5. Persons with Disabilities, Employee Census. Regular Full-Time and Part-Time Employees.</b>		
	Survey Respondents	
	#	%
<b>Person with a disability</b>	<b>563</b>	<b>21%</b>
Visible disability	58	2%
Invisible disability	493	19%
Prefer not to answer	26	1%
<b>Person without a disability</b>	<b>1,948</b>	<b>74%</b>
<b>Prefer not to answer</b>	<b>124</b>	<b>5%</b>
<b>TOTAL</b>	<b>2,635</b>	<b>100%</b>

The 2017 Canadian Survey on Disability (CSD) is a national survey of Canadians aged 15 years and over whose everyday activities are limited because of a long-term condition or health-related problem.<sup>7</sup> The CSD provides comprehensive data on persons with disabilities, including information on disability types and severity, employment profiles, income, education, and other disability-specific information. The CSD definition of disability includes anyone who reported being limited in their daily activities because of a long-term condition or health problem.<sup>8</sup> The CSD provides data at the national and provincial levels, but not at the regional level. As such, data specific to the prevalence of disability in the Durham Region population is not available.

The CSD found that 20% of Ontario's working-age population (25 to 64 years) reported having a disability.<sup>9</sup> As such, the proportion of survey respondents with a disability (21%) is comparable to the proportion within the provincial working-age population.

Employees who reported having a disability were asked to specify the type of disability.

<sup>7</sup> Note that 2016 Statistics Canada Census data on disability is not available, as this question is not asked in the Census. Instead, special surveys are conducted periodically to assess the extent to which Canadians experience disability.

<sup>8</sup> Morris, S., Fawcett, G., Brisebois, & Hughes, J. (2018, November 28). *A demographic, employment and income profile of Canadians with disabilities aged 15 years and over, 2017*. Statistics Canada. Retrieved from <https://www150.statcan.gc.ca/n1/pub/89-654-x/89-654-x2018002-eng.htm>

<sup>9</sup> Statistics Canada. (2012). *Canadian Survey on Disability, 2012*. Retrieved from <http://www.statcan.gc.ca/pub/89-654-x/89-654-x2015001-eng.htm>

<b>Table 6. Persons with Disabilities, Employee Census. Regular Full-Time and Part-Time Employees.</b>		
<b>Type of Disability</b>	<b>Survey Respondents</b>	
	<b>#</b>	<b>%</b>
Chronic illness	207	8%
Neurodivergent	60	2%
Learning disability and developmental disability	44	2%
Mental health disability	293	11%
Physical disability or health condition	159	6%
Prefer not to answer	31	1%
<b>Total reporting a disability</b>	<b>563</b>	<b>21%</b>
*Individual percentages add up to more than 21% owing to the ability to choose multiple responses.		

As Table 6 shows, the largest number of persons with disabilities indicated that they have a mental health disability, representing 11% of the Region's workforce, while those who indicated that they have a chronic illness represent 8% of the workforce. The remaining persons with disabilities indicated that they have a physical disability or health condition (6%), are neurodivergent (2%), or have a learning or developmental disability (2%).

Employees were also asked whether their disability was visible (evident) or invisible (non-evident). Of those who identified that they have a disability, 10% reported that they had a visible disability, while (88%) said they had an invisible disability. There were also 19 respondents who indicated that they have both visible and invisible disabilities.

Those who indicated that they have a disability were asked about the extent to which they feel included in the Region's workplace as someone with a disability.

<b>Table 7. Sense of Inclusion, Persons with Disabilities, Employee Census. Regular Full-Time and Part-Time Employees.</b>							
<b>Type of Disability</b>	<b>All of the time</b>	<b>Nearly all of the time</b>	<b>Most of the time</b>	<b>A few times</b>	<b>Never</b>	<b>I prefer not to answer</b>	<b>Total</b>
Chronic illness	19%	22%	25%	20%	11%	2%	211
Neurodivergent	11%	10%	31%	26%	20%	2%	61
Learning and developmental disability	21%	14%	33%	16%	12%	5%	43
Mental health disability	16%	16%	26%	26%	13%	3%	307
Physical disability or health condition	23%	18%	25%	18%	13%	3%	169
<b>Total Persons with Disabilities</b>	<b>20%</b>	<b>18%</b>	<b>27%</b>	<b>21%</b>	<b>11%</b>	<b>3%</b>	<b>563</b>
<b>Total Survey Respondents</b>	<b>24%</b>	<b>23%</b>	<b>28%</b>	<b>16%</b>	<b>6%</b>	<b>1%</b>	<b>2,659</b>

Of the 563 persons with a disability who responded to this question, the majority (65%) reported feeling included in the Region's workforce all the time, nearly all the time, or most of the time. This proportion, however, represents a lower sense of inclusion than that reported by all survey respondents—75% reported positive feelings of inclusion as a Durham Region employee.

While 22% of employees reported that they feel included in the workplace a few times or never, 32% of employees with disabilities reported the same. This varied by type of disability: chronic illness, 31%; neurodivergence 46%; learning and developmental disabilities, 28%; mental health disabilities, 39%, and physical disability or health condition, 31%.

### Implications and Recommendations

With 21% of survey respondents reporting some type of disability, the Region must ensure that both managers and employees understand the Region's legal obligation to provide accommodation under the Ontario *Human Rights Code*. It is also important to ensure that unions are aware of their obligations, as they have a duty to assist in attempts to accommodate employees. Case law has made it clear that when an employee is unable to fulfill the duties of their position, the search for alternatives must be extensive, including, as a last resort, looking for accommodation outside the bargaining unit. The Supreme Court of Canada has held that a union has a duty to cooperate with an employer's accommodation attempts, even if it means going outside the terms of the collective agreement.<sup>10</sup>

In addition, with reports of mental health disability outnumbering physical disability, the Region may want to consider strengthening efforts to reduce stigma around mental health by increasing supports to employees, equipping managers to support employees, and creating a more welcoming and inclusive work environment for staff experiencing mental health disabilities.

In addition, given the larger proportion of employees with disabilities who report a lower sense of inclusion, addressing stigma and access to accommodation may help to increase the ability of employees with disabilities to participate in the work environment and feel welcomed and included. The organization may also wish to explore the sense of inclusion of employees with disabilities through an Employment Systems Review to identify and address other contributing factors.

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<sup>10</sup> Anand, G. (n.d.). *The boundaries of the duty to accommodate: How far does an employer have to go?* Canadian Association of Counsel to Employers. CACE 5th Annual Conference. Retrieved from [https://businessdocbox.com/Human\\_Resources/69589195-By-gita-anand-miller-thomson-llp-with-the-assistance-of-adrienne-campbell.html](https://businessdocbox.com/Human_Resources/69589195-By-gita-anand-miller-thomson-llp-with-the-assistance-of-adrienne-campbell.html)

**Recommendation 3:** It is recommended that the Region work with unions to ensure that protocols are in place to appropriately accommodate employees, which may mean accommodating employees across bargaining units and reviewing existing collective agreement language to reflect this obligation.

**Recommendation 4:** Given that 11% of survey respondents reported that they have a mental health disability, it is recommended that the Region continue to educate employees about mental health, including by reducing stigma around mental health, increasing supports to employees, and equipping managers to support and accommodate employees.

**Recommendation 5:** It is recommended that Regional resources and initiatives, such as the general wellness initiatives and Employee Assistance Program, be reviewed in light of this data to determine whether employees are finding them beneficial for addressing their disability-related needs.

**Recommendation 6:** Given that 88% of survey respondents indicated that they have a disability that is not evident, it is recommended that the Region continue to provide supervisors and managers with access to training to ensure that they are appropriately accommodating employees with disabilities and possess a clear understanding that disabilities may be invisible or not evident.

**Recommendation 7:** It is recommended that an Employment Systems Review be conducted by the Region to explore the factors that contribute to a low sense of inclusion among employees with disabilities.

### **6.3 Indigenous and Racialized Identity**

The survey asked employees to specify the race with which they identify, regardless of place of birth or ethnicity.

Employees were also asked whether they identified as having North American Indigenous ancestry, and if so, to specify whether they have First Nation, Inuit, Metis, and/or other Indigenous ancestry.

Table 8 provides the responses with respect to Indigenous Identity, while Table 9 provides the responses in the categories of North American Indigenous, White/European, and racialized. Included in the racialized category are the specific racialized groups with which survey respondents identify.

<b>Table 8. Indigenous Identity, Employee Census. Regular Full-Time and Part-Time Employees.</b>			
	Survey Respondents		Durham Region (2016 Census) <sup>11</sup>
	#	%	%
<b>North American Indigenous peoples</b>	<b>81</b>	<b>3%</b>	<b>2%</b>
First Nation	40	1.5%	—
Metis	27	1%	—
Inuit and other Indigenous ancestry	2	0.1%	—
Prefer not to answer	10	0.4%	—
<b>No</b>	<b>2,476</b>	<b>94%</b>	<b>—</b>
<b>Prefer not to answer</b>	<b>72</b>	<b>3%</b>	<b>—</b>
<b>TOTAL</b>	<b>2,629</b>	<b>100%</b>	<b>—</b>

Compared with the 2016 Census data for Durham Region, Indigenous people are well represented in the Region's workforce—3% of employees who responded to the survey identified as Indigenous compared with 2% of Durham Region residents.

<b>Table 9. Racialized Population, Employee Census. Regular Full-Time and Part-Time Employees.</b>			
	Survey Respondents		Durham Region (2016 Census) <sup>12</sup>
	#	%	%
<b>North American Indigenous</b>	<b>81</b>	<b>3%</b>	<b>2%</b>
<b>White/European</b>	<b>1,839</b>	<b>70%</b>	<b>81%</b>
<b>Racialized People</b>	<b>525</b>	<b>20%</b>	<b>27.1%</b>
East Asian	67	3%	2.3%
South Asian / East Indian / Indo-Caribbean	177	7%	8.6%
Southeast Asian	68	3%	2.6%
Black / African	156	6%	8.0%
Non-White Latino or Hispanic	25	1%	1.0%
Non-White Middle Eastern, West Asian, or North African	23	1%	1.9%
<b>Other and mixed racialized origin</b>	<b>106</b>	<b>4%</b>	<b>2.6%</b>
<b>Prefer not to answer</b>	<b>136</b>	<b>5%</b>	<b>—</b>
<b>TOTAL</b>	<b>2,623</b>	<b>100%</b>	<b>—</b>

\* Percentages total to more than 100 owing to multiple responses.

Racialized people are underrepresented in the Region's workforce—20% of survey respondents identified as racialized, compared with 27% of the region's residents.

<sup>11</sup> Statistics Canada. (2016). *Community profile*.

<sup>12</sup> Statistics Canada. (2016). *Community profile*.



Employees were asked about the extent to which they feel included in Durham Region's workplace as someone of their Indigenous or racial identity.

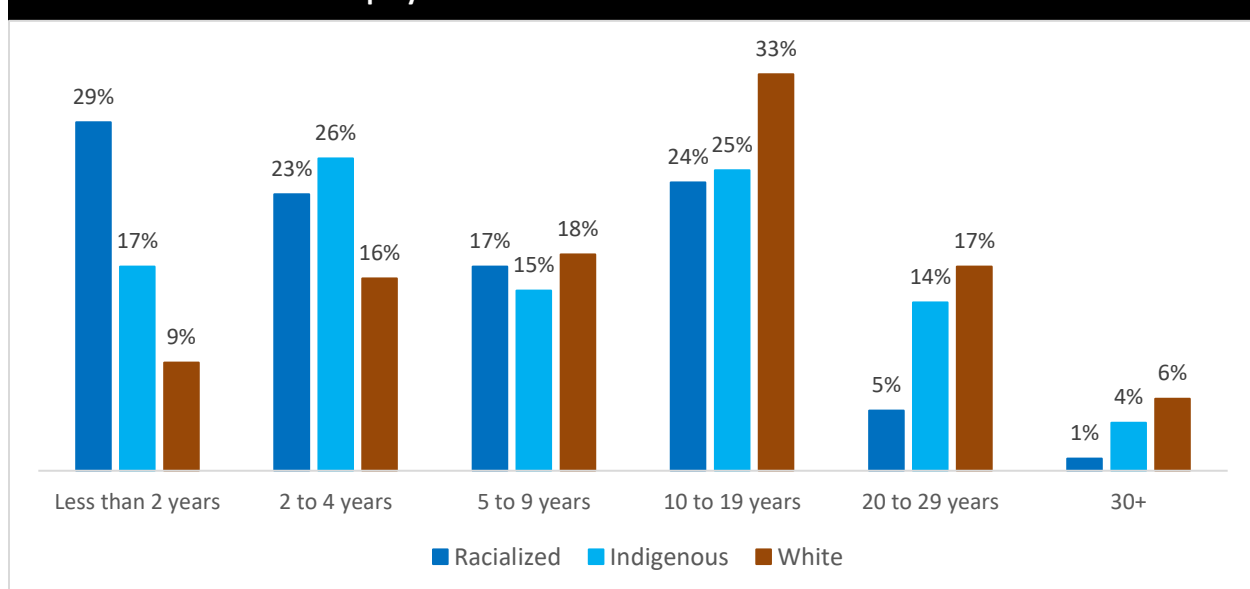
**Table 10. Sense of Inclusion, Indigenous and Racial Identity, Employee Census. Regular Full-Time and Part-Time Employees.**

Racial Group	All of the time	Nearly all of the time	Most of the time	A few times	Never	I prefer not to answer	Total
White Employees	46%	24%	19%	6%	3%	2%	1839
Racialized Employees	22%	19%	27%	22%	8%	3%	525
Indigenous Employees	26%	20%	15%	15%	14%	9%	79

Indigenous peoples reported slightly lower feelings of inclusion than White employees. Of the 83 Indigenous respondents, 46% reported high feelings of inclusion (i.e., all the time and nearly all the time) compared with 70% of all White employees. Conversely, 29% of Indigenous respondents reported low feelings of inclusion (i.e., a few times, 15%; never, 14%) compared with 19% of White employees. Racialized employees reported lower overall feelings of inclusion—41% reported feeling included all of the time or nearly all of the time, while 30% reported feeling include a few times or never.

The examination of the representation of racialized and Indigenous Peoples by years of service helps to identify changes in an organization's hiring practices.

**Graph 2. Years of Service. Indigenous, Racialized, and White Employees, Employee Census. Regular Full-Time and Part-Time Employees.**



Graph 2 shows, the proportion of racialized, Indigenous, and White employees by years of service. As it shows, a larger proportion of racialized and Indigenous employees have been employed with the region for under 5 years—52% of all racialized and 43% of Indigenous survey respondents report being employed by the Region for under 5 years, compared with only 25% of White survey respondents. By comparison, 56% of White survey respondents report being employed by the region for 10 years or more, compared with 30% of racialized and 43% of Indigenous employees.

This suggests that the Region has done a better job of hiring racialized and Indigenous employees in the past five years.

### Implications and Recommendations

As is the case throughout Ontario, in Durham Region, racialized people and Indigenous peoples represent two of the fastest growing populations.

As Table 11 shows, at the time of each Census of Canada, the racialized and Indigenous populations had grown at faster rates than the overall region population. This has resulted in the racialized and Indigenous population making up a larger proportion of the overall population at the time of each Census. Between 2006 and 2016, that population grew by 85% to over 173,000 people, representing 27% of the Durham Region population in 2016. During the same time, the overall Durham population grew by 14%.

<b>Table 11. Rate of Population Growth Racialized, Indigenous, and Total Durham Population. 2006, 2011, and 2016.</b>								
Year	Racialized Population			Indigenous Population			Durham Region	
	#	% of Durham Region	Rate of Growth Since 2006	#	% of Durham Region	Rate of Growth Since 2006	#	Rate of Growth Since 2006
2006	93,420	16.6%	—	6,570	1.2%	—	561,258	—
2011	124,250	20.4%	39.5%	8,905	1.5%	35.5%	608,124	8.4%
2016	173,330	27.1%	85.5%	12,535	2.0%	90.8%	639,495	13.9%

This trend is similar to what is occurring in communities throughout Canada. Statistics Canada projects that Canada's racialized population will continue to grow at a faster rate than the non-racialized population, fuelled primarily by immigration, which will result in racialized people representing a larger proportion of the Canadian population over the coming 15 years. Statistics Canada projects that in 2036, racialized people will make up between 35% and 40% of the Canadian population aged 15 to 64.<sup>13</sup>

<sup>13</sup> Morency, J., Malenfant, E.C., & MacIsaac, S. (2017, January 25). *Immigration and Diversity: Population projections for Canada and its religions, 2011 to 2036*. Retrieved from <https://www150.statcan.gc.ca/n1/pub/91-551-x/91-551-x2017001-eng.pdf>

It is important to note that although the growth of the racialized population will be fuelled largely by immigration, a growing proportion of racialized people are Canadian-born. In 2011, about 31% of racialized people in Canada were born in this country.<sup>14</sup>

Similarly, the Indigenous population represented 1.2% of the Durham population in 2006. Since that time, the Indigenous population grew by 91%, representing 2% of the Durham population in 2016.

The data suggests that the Region ought to do more to increase the representation of racialized people in its workforce to better reflect the population it serves. Furthermore, if the Region is to increase the representation of racialized employees and maintain its representation of Indigenous peoples, the organization needs to ensure that it creates work environments that are inclusive, respectful, and responsive to the needs of people from diverse backgrounds.

**Recommendation 8:** It is recommended that the Region undertake targeted and measurable efforts to increase the representation of racialized people in its workforce.

**Recommendation 9:** Given that summer positions and internships are often an entry point into the regional workforce, it is recommended that the Region develop an internship program for Indigenous and racialized youth.

**Recommendation 10:** So that the Region can benefit from an increase in the representation of Indigenous and racialized employees, it is recommended that the Region also undertake targeted and evaluated efforts to create work environments that are inclusive, respectful, and responsive to the needs of people from diverse racial backgrounds.

**Recommendation 11:** It is recommended that the Region create an anti-racism policy, supported by appropriate training and a complaints process, to help foster an anti-racist work environment and to enable employees and managers to address issues when they do occur.

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<sup>14</sup> Statistics Canada. (2011). *Immigration and ethnocultural diversity in Canada*. <https://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-010-x/99-010-x2011001-eng.cfm>

## 6.4 Immigration Status

Employees were also asked whether they were born in Canada, and if not, how long they have been in Canada.

<b>Table 12. Immigration Status, Employee Census. Regular Full-Time and Part-Time Employees.</b>			
	Survey Respondents		Durham Region (2016 Census) <sup>15</sup>
	#	%	%
<b>Immigrant</b>	<b>553</b>	<b>21%</b>	<b>24.6%</b>
Less than 1 year	2	0.4%	
1 to 5 years	36	7%	
5 to 10 years	35	6%	
11 to 20 years	111	20%	
20 to 30 years	132	24%	
30 years or more	227	41%	
Prefer not to answer	10	2%	
<b>Non-Immigrant</b>	<b>2025</b>	<b>77%</b>	<b>76%</b>
<b>Prefer not to answer</b>	<b>42</b>	<b>2%</b>	<b>—</b>
<b>TOTAL</b>	<b>2,620</b>	<b>100%</b>	<b>—</b>

While 25% of all residents of the region are immigrants, only 21% of all Durham Region employees were born outside the country.

In addition, the vast majority of the 553 survey respondents who were born outside the country indicated that they have been in Canada for 11 or more years (85%), with only 13% reporting that they have been in Canada for 10 or fewer years. As such, the Region could explore ways to provide employment opportunities for more newcomers to the country.

Employees were asked about the extent to which they feel included in the Region's workplace as someone of their immigration status.

<b>Table 13. Sense of Inclusion, Immigrants, Employee Census. Regular Full-Time and Part-Time Employees.</b>							
	All of the time	Nearly all of the time	Most of the time	A few times	Never	I prefer not to answer	Total
Immigrants	31%	21%	24%	14%	6%	4%	553
Total Survey Respondents	24%	23%	28%	16%	6%	1%	2,659

<sup>15</sup> Statistics Canada. (2016). *Community profile*.

Overall, the feelings of inclusion were similar for immigrants versus total survey respondents. Overall, 76% of immigrants reported positive feelings of inclusion compared with 75% of all employees. In addition, 20% of immigrants reported poor feelings of inclusion compared with 22% of all employees.

### Implications and Recommendations

The data suggests that the Region could do more to remove barriers in the hiring process in order to increase the representation of immigrants in its workforce.

**Recommendation 12:** It is recommended that the Region review its hiring policies and practices to identify and remove barriers to hiring people born outside of the country with a focus on newcomers.

**Recommendation 13:** It is recommended that the Region explore ways it could give newcomers opportunities to gain Canadian experience in their professions through mentoring programs such as through TRIEC's Mentoring Partnership.<sup>16</sup>

## 6.5 Gender / Gender Identity

The Employee Census asked employees to indicate their gender identity. Gender identity is a person's internal and individual experience of gender, which may not correspond to their biological sex assigned at birth.

As Table 14 shows, just under two-thirds of survey respondents indicated that they identify as women (62%), and a much smaller proportion identify as men (27%), while one percent identified as gender diverse. While the 2016 Census of Canada collected data on gender, it did not allow Canadians to identify a gender other than "woman" or "man." As such, no Census data is available on Canadians who identify as gender diverse.<sup>17</sup>

Table 14. Gender / Gender Identity, Employee Census. Regular Full-Time and Part-Time Employees.			
Gender	Survey Respondents		Durham Region (2016 Census) <sup>18</sup>
	#	%	%
Woman	1,633	62%	51%
Man	703	27%	49%
Gender diverse, Gender-fluid, Non-binary, Two-Spirit, Transgender	16	1%	—
Prefer not to answer	260	10%	
<b>TOTAL</b>	<b>2,612</b>	<b>100%</b>	

<sup>16</sup> <https://www.mentoringpartnership.ca/>

<sup>17</sup> The 2021 Census will be the first time that transgender Canadians are counted.

<sup>18</sup> Statistics Canada. (2016). *Community profile*.

The proportion of survey respondents who identify as women or men is quite different from the proportion of women and men in the Durham population. The population of Durham is almost evenly split in its gender representation, with women slightly outnumbering men (women, 51%; men, 49%). This largely reflects the types of jobs and the work conducted by the Region and the gender representation in certain jobs (e.g., high representation of women in social work or health care).

A small proportion of the survey respondents (1%) reported that they identify as gender diverse, gender fluid, non-binary, transgender, or Two-Spirit, with 10% preferring not to answer this question.

The Census of Canada asked a question about gender identity for the first time in 2021. The data shows that 0.3% of the population aged 15 and older identifies as transgender or non-binary.

A breakdown of the data by gender highlights the differences in representation by department. The proportion of employees who identified as gender diverse is not included in the follow table due to their small numbers.

<b>Table 15. Gender / Gender Identity, Employee Census. Regular Full-Time and Part-Time Employees.</b>			
<b>Department</b>	<b>Survey Respondents</b>	<b>Men</b>	<b>Women</b>
Chief Administrative Office	44	20%	73%
Corporate Services Department	128	23%	69%
Finance Department	110	35%	61%
Health Department	454	26%	66%
Planning and Economic Development Department	48	31%	60%
Social Services — LTC and SSD Department	380	8%	78%
Social Services Department	353	7%	86%
Durham Region Transit Department	129	58%	32%
Works Department	347	59%	29%
<b>TOTAL</b>	<b>2,183</b>	<b>27%</b>	<b>62%</b>

As Table 15 shows, the proportion of men and women employees varies across the organization. This difference reflects variations in the occupations held by men and women in the labour market. A number of departments consist primarily of women, such as the Social Services Department (86%), the Social Services — LTC and SSD Department (78%), and the Community Services Department (73%). Some departments have a better gender balance, such as the Finance Department and the Planning and Economic Development.

The Transit Department (32% women) and the Works Department (29% women) are male-dominated departments. While the low response rate to the survey by the Durham Region

Transit Department and the Works Department complicates this analysis, there are several reasons to pay attention to male-dominated workplaces with respect to how it affects female employees.

When male employees are a minority in a female-dominated workforce, they do not experience the same negative impacts that female employees do in a male-dominated workforce. The challenges faced by women include sexism, sexual harassment, and isolation in male-dominated environments. The challenges faced by women who work in male-dominated workplaces have been well documented and include the following:

- Societal expectations and beliefs about women’s leadership abilities<sup>19</sup>
- Pervasive stereotypes, such as that of the “caring mother”<sup>20</sup> or office housekeeper<sup>21</sup>
- Higher stress and anxiety compared with women working in other fields<sup>22</sup>
- Lack of mentoring and career development opportunities,<sup>23</sup> and
- Sexual harassment.<sup>24</sup>

Survey respondents were asked whether they, as someone of their gender/gender identity, feel included in the Region’s workplace.

<b>Table 16. Sense of Inclusion, Gender Identity, Employee Census. Regular Full-Time and Part-Time Employees.</b>							
<b>Gender Identity</b>	<b>All of the time</b>	<b>Nearly all of the time</b>	<b>Most of the time</b>	<b>A few times</b>	<b>Never</b>	<b>I prefer not to answer</b>	<b>Total</b>
Men	45%	21%	21%	8%	4%	1%	702
Women	46%	25%	20%	6%	2%	1%	1,633

<sup>19</sup> Catalyst, [Infographic: The Double-Bind Dilemma for Women in Leadership](#) (Catalyst, August 2, 2018); Mariela V. Campuzano, “Force and Inertia: A Systematic Review of Women’s Leadership in Male-Dominated Organizational Cultures in the United States,” *Human Resource Development Review* (2019): p. 2.

<sup>20</sup> Sarathchandra, D., Haltinner, K., Lichtenberg, N., & Tracy, H. (2018). ‘It’s Broader Than Just My Work Here’: Gender Variations in Accounts of Success Among Engineers in U.S. Academia. *Social Sciences*, 7(3).

<sup>21</sup> Berdahl, J. L., Cooper, M., Glick, P., Livingston, R. W., & Williams, J. C. (2018). [Work as a Masculinity Contest](#). *Journal of Social Issues*, 74(3), 431.

<sup>22</sup> Qian, Y., & Fan, W. (2019). [Men and Women at Work: Occupational Gender Composition and Affective Well-Being in the United States](#). *Journal of Happiness Studies*, 20, 2077–2099.

<sup>23</sup> Campuzano, M. V. (2019). [Force and Inertia: A Systematic Review of Women’s Leadership in Male-Dominated Organizational Cultures in the United States](#). *Human Resource Development Review*, 18(4), 437–469.

<sup>24</sup> Daley, L. P., Travis, D. J., & Shaffer, E. S. (2018). [Sexual Harassment in the Workplace: How Companies Can Prepare, Prevent, Respond, and Transform Their Culture](#). Catalyst.

Men and women reported similar rates of positive feelings of inclusion, with 86% of men and 91% of women reporting feeling a positive sense of inclusion.

While only a small number of survey respondents identified as gender diverse, it is important to note that a relatively high number reported a negative sense of inclusion (38%) compared to both men and women, at 12% and 8%, respectively.

### Implications and Recommendations

Given that some departments and divisions within these departments are male dominated, the Region should pay particular attention to the experiences of women in these areas to ensure they are not facing workplace harassment and discrimination.

**Recommendation 14:** It is recommended that strategies be developed to create a more welcoming and positive workplace for women at the Region, particularly in male-dominated departments, divisions, and occupations.

**Recommendation 15:** Although only a small number of employees identify as gender diverse, gender-fluid, non-binary, and Two-Spirit, or transgender it is recommended that the Region increase awareness within the workplace to ensure that an inclusive work environment is being created for all employees.

**Recommendation 16:** It is recommended that the Region review the availability of gender-inclusive washrooms and change rooms within its facilities and that it increase the number of such spaces to ensure that employees at all work locations can access them.

## 6.6 Sexual Orientation

The Employee Census asked employees to identify their sexual orientation. The options were bisexual, gay, heterosexual/straight, lesbian, pansexual, queer, questioning, and Two-Spirit. If a survey respondent did not identify with one of these sexual orientations, employees were able to write in their sexual orientation.

Table 17. Sexual Orientation, Employee Census. Regular Full-Time and Part-Time Employees.		
Sexual Orientation	Survey Respondents	
	#	%
Bisexual	59	2%
Gay	26	1%
Lesbian	17	1%
Pansexual	11	0.4%
Questioning	11	0.4%
Queer, Two-Spirit	12	0.5%
Heterosexual/Straight	2,213	85%
I prefer not to answer	265	10%
<b>TOTAL</b>	<b>2,614</b>	<b>100%</b>



Eighty-five percent of employees identified as heterosexual/straight, with 5% identifying as 2SLGBTQ+.

Notable is that a relatively large proportion of employees chose not to answer this question (10%).

The Census of Canada conducted by Statistics Canada does not ask questions about sexual orientation. As such, we must rely on other population surveys for an estimate of the 2SLGBTQ+ population. One estimate comes from the 2014 Canadian Community Health Survey (CCHS), which was the first Statistics Canada survey to include a question on sexual orientation.<sup>25</sup> It found that 3% of Canadians aged 18 to 59 self-identified as gay, lesbian, or bisexual (1.7% self-identified as gay or lesbian and 1.3% as bisexual).<sup>26</sup> This survey also employed a conservative approach to measuring sexual orientation, asking only whether a person was gay, lesbian, or bisexual. Therefore, it likely underestimates the representation of those who identify as 2SLGBTQ+.

Another estimate of the size of the 2SLGBTQ+ population comes from a 2012 Forum Research poll, which found that 5% of Canadians aged 18 and over identify as lesbian, gay, bisexual, or transgender.<sup>27</sup> Again, given the limited categories, this poll likely also underestimates the representation of those who identify as 2SLGBTQ+.

Using these estimates, survey respondents who identify as 2SLGBTQ+ appear to be well represented in the Region's workforce.

However, while they may appear to be well represented, 2SLGBTQ+ employees do not report feeling as strong a sense of inclusion as their heterosexual colleagues.

<b>Table 18. Sense of Inclusion, Sexual Orientation. Employee Census. Regular Full-Time and Part-Time Employees.</b>							
<b>Sexual Orientation</b>	<b>All of the time</b>	<b>Nearly all of the time</b>	<b>Most of the time</b>	<b>A few times</b>	<b>Never</b>	<b>I prefer not to answer</b>	<b>Total</b>
Heterosexual/Straight	59%	18%	15%	4%	2%	2%	2210
Lesbian, Gay, Bisexual, Pansexual, Queer, Questioning, Two-Spirit	26%	18%	20%	18%	16%	3%	128

<sup>25</sup> This survey resulted in limited provincial estimates and does not provide estimates for cities.

<sup>26</sup> Statistics Canada. (2015). *Canadian Community Health Survey, 2014*. Retrieved from [https://www.statcan.gc.ca/eng/dai/smr08/2015/smr08\\_203\\_2015](https://www.statcan.gc.ca/eng/dai/smr08/2015/smr08_203_2015)

<sup>27</sup> Forum Research Poll, 2012. Retrieved from <http://news.nationalpost.com/news/canada/the-true-north-lgbt-new-poll-reveals-landscape-of-gay-canada>

As Table 18 shows, while 92% of heterosexual survey respondents reported strong feelings of inclusion based on their sexual orientation, only 64% of those who identified as 2SLGBTQ+ reported feeling the same way.

In addition, those who identified as lesbian, gay, bisexual, pansexual, queer, questioning, or Two-Spirit were more likely to report negative feelings of inclusion—34% reported feeling included a few times or never compared with 6% of those who were heterosexual/straight.

### **Implications and Recommendations**

Given that those who identified as lesbian, gay, bisexual, pansexual, queer, questioning, or Two-Spirit were less likely to report positive feelings of inclusion and more likely to report negative feelings of inclusion based on their sexual orientation, the Region could do more to create more positive and inclusive workspaces for these employees.

Furthermore, given that the question on sexual orientation had one of the highest non-response rates (10%), there may be employees who either don't feel safe disclosing their identity or who are heterosexual and don't feel comfortable answering this question.

**Recommendation 17:** It is recommended that the Region undertake a positive space campaign that includes delivering training and making resources available to assist managers, supervisors, and employees with creating safe and welcoming environments for those who identify as 2SLGBTQ+.

**Recommendation 18:** It is recommended that the Region continue its involvement in Pride events for employees and that it fly the Progressive Pride Flag at facilities to foster a more positive environment for 2SLGBTQ+ employees.

## 6.7 Religion/Faith

The Employee Census asked employees to identify their faith, religion, or belief group.

Table 19. Religion, Employee Census. Regular Full-Time and Part-Time Employees.			
Religion/Faith Group	Survey Respondents		Region of Durham (2011 National Household Survey) <sup>28</sup>
	#	%	%
No religious affiliation (e.g., atheism, agnosticism, no religious affiliation, spiritual but not religious)	981	38%	25.3%
Christianity	1,237	47%	68%
Non-Christian faiths	172	7%	5.8%
Hinduism	74	2.8%	
Islam	39	1.5%	
Buddhism	30	1.1%	
Indigenous spirituality	10	0.4%	
Other religions/faiths (Judaism, Sikhism, Paganism)	23	0.9%	
Prefer not to answer	224	9%	—
<b>TOTAL</b>	<b>2,614</b>	<b>100%</b>	<b>100%</b>
* Percentages total to more than 100 owing to multiple responses.			

Compared with the religious diversity of Durham residents, a larger proportion of employees reported being atheist, agnostic, or having no religious affiliation (38% of survey respondents versus 25% of Durham residents). Less than half of employees (47%) reported being affiliated with Christianity, while about two-thirds (68%) of residents in Durham indicated that they were Christian. The proportion who indicated that they identify with a non-Christian faith such as Buddhism, Hinduism, Indigenous spirituality, Islam, Judaism, or Sikhism was similar among employees (7%) and the Durham community (6%).

It is important to note that the most current comparator data is from the 2011 National Household Survey and is therefore a decade old. As such, the Durham community is likely to have become even more religiously diverse since then. This trend toward increasing diversity, driven primarily by immigration, will continue for decades to come. While data specific to Durham is not available, Statistics Canada projections show that the proportion of people who report having no religion will increase to 35% in 2036, while those affiliated

<sup>28</sup> Statistics Canada. (2011). *Community profile*.

2011 National Household Survey data is used here, as religion is asked on the Canadian Census every 10 years. As such, data from the 2016 Census is not available. Note also that in 2011 the Government of Canada replaced the Census with a National Household Survey. The Census was reinstated for 2016.

with non-Christian religions could almost double by 2036 to between 13% and 16% of Canada's population.<sup>29</sup>

Survey respondents were asked whether they, as someone from their faith group, feel included in the Region's workplace.

<b>Table 20. Sense of Inclusion, Religion/Faith, Employee Census. Regular Full-Time and Part-Time Employees.</b>							
<b>Religious/Faith Group</b>	<b>All of the time</b>	<b>Nearly all of the time</b>	<b>Most of the time</b>	<b>A few times</b>	<b>Never</b>	<b>I prefer not to answer</b>	<b>Total</b>
No religious affiliation	43%	17%	16%	6%	4%	13%	981
Christian	41%	20%	20%	9%	7%	3%	1237
Non-Christian faith	29%	17%	13%	23%	15%	3%	172

Table 20 compares the feelings of inclusion among those who identified as Christian, non-Christian, atheist, agnostic, or no religious affiliation. Eighty-one percent of Christians reported strong positive feelings of inclusion (i.e., feeling included all the time, or nearly all the time) compared with 76% of those who identified with atheism, agnosticism, or no religion. Only 59% of those who identified with a non-Christian faith expressed feeling a positive sense of inclusion.

While 10% of those with no religious affiliation and 16% of those affiliated with Christianity reported feeling included only a few times or never, 38% of those affiliated with non-Christian faiths felt the same.

### Implications and Recommendations

In 2011,<sup>30</sup> most Canadians reported having some religious affiliation. However, over time, the Census shows that there have been dramatic changes to the religious affiliation reported as well as an increase in the proportion of the population that reports no religious affiliation. Immigration continues to gradually change the religious diversity within Canada. As the country of origin of immigrants has shifted, so too has the religious composition of the Canadian population.

The Census data shows that most residents of Durham are affiliated with Christianity (68%). The number of residents who are affiliated with other religions — including Islam, Hinduism, Sikhism, Buddhism, and Judaism — is growing. Collectively, these religious

<sup>29</sup> Morency, J., Malenfant, E.C., & MacIsaac. (2017, January 25). *Immigration and Diversity: Population projections for Canada and its regions, 2011 to 2036*. Retrieved from <https://www150.statcan.gc.ca/n1/pub/91-551-x/91-551-x2017001-eng.htm>

<sup>30</sup> The Census asks questions on religion every 10 years. As such, the 2011 National Household Survey is the most recent data available.

groups account for more than 1 in 10 Canadians (11%) as of 2011, up from 4% in 1981.<sup>31</sup> In Durham, residents who reported an affiliation with Islam, Hinduism, Sikhism, Buddhism, or Judaism represented 6% of the population.

The Census also shows an increase in the number of people who reported that they have no religious affiliation. Before 1971, less than 1% of Canadians reported having no religious affiliation. In the 2011 National Household Survey, 25% of Durham residents reported having no religious affiliation. Those who reported having no religious affiliation are not necessarily absent of spiritual beliefs. Instead, they may not identify with a particular religious group. In fact, 80% of Canadians have said that they believe in God.<sup>32</sup>

Statistics Canada projects that by 2031, the number of people affiliated with a non-Christian religion will more than double. Based on these projections, by 2031, one-third of Canadians will be affiliated with a non-Christian religion. Muslims are expected to make up half of this group.

The growing number of employees who report being affiliated with non-Christian religions raises the need for the Region to ensure that religious accommodation is provided. Accommodation will need to go beyond the issue of giving days off for religious observance to also include dress, prayer space, and adjusting shifts.

**Recommendation 19:** It is recommended that the Region undertake initiatives to increase the sense of inclusion among employees affiliated with non-Christian religions.

**Recommendation 20:** Given the diversity of religions in the workplace, it is recommended that the Region ensure that managers are aware of their legal duty to provide religious accommodation to employees and what that entails (e.g., time off for religious observance, accommodation of dietary restrictions, shift scheduling, and scheduling of meetings).

**Recommendation 21:** It is recommended that the Region continue to offer multifaith prayer spaces and that the Region conduct a survey of employees to ensure that these spaces are located in areas that are accessible to the employees who need it and that the locations and procedures to access these spaces are communicated to new and existing employees.

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<sup>31</sup> Pew Research Center. (2013, June 27). *Canada's Changing Religious Landscape*. Retrieved from <http://www.pewforum.org/2013/06/27/canadas-changing-religious-landscape/>

<sup>32</sup> Baha, S.A. The Spirituality of Atheist and "No Religion" Individuals in the Millennial Generation: Developing New Research Approaches for a New Form of Spirituality. *The Arabutis Review*. Fall 2015. Vol. 6. No. 1.

## 7. Additional Analysis

This section analyzes the representation of Indigenous Peoples and members of the equity-seeking groups in attempts to identify any areas of overrepresentation and underrepresentation, and therefore, identify any issues that may require barrier removal or further exploration of barriers.

### 7.1 Management and Non-Management

This table compares the representation of employees in management and non-management positions.

<b>Table 21. Diversity in Management and Non-Management Positions. Employee Census. Regular Full-Time and Part-Time Employees.</b>		
	<b>Non-Management</b>	<b>Management</b>
Persons with disabilities	22%	13%
Indigenous Peoples	0.6%	0.8%
Racialized people	19%	17%
Immigrants	20%	19%
Women	61%	51%
2SLGBTQ+	5%	4%
Non-Christian Faiths	6%	7%

As the table shows for a number of groups, there is little difference in their representation among management and non-management employees. However, persons with disabilities represent 22% of those in non-management positions and 13% of those in management. The largest gap is in the representation of women, who comprise 61% of the Region's non-management workforce, but only 51% of those in management positions.

#### Implications and Recommendations

While a number of groups are well represented in management positions compared with their representation in non-management positions, the data does not tell us about their work experience and whether they feel included and are able to be themselves in these roles. For persons with disabilities, because this is an identity group that one can become part of due to age and the type of work, further examination of employee experiences and perspectives would identify whether there are barriers to the advancement of persons with disabilities into management positions and whether all persons with disabilities have access to the accommodations they need to be successful in their role.

The data does suggest that women face barriers to advancement at the Region. This also warrants further exploration.

**Recommendation 22:** It is recommended that the Region explore barriers to advancement and full inclusion in management positions for Indigenous Peoples and the equity-seeking groups through an Employment Systems Review.

## 7.2 Employees on Leave

Seventy-four employees also indicated that they were on leave.

Table 22. Diversity Among Employees on Leave. Employee Census.		
	Regular Full-Time and Part-Time	Employees on Leave
Persons with disabilities	21%	34%
Indigenous Peoples	3%	3%
Racialized people	20%	26%
Immigrants	21%	28%
Women	62%	69%
2SLGBTQ+	5%	8%
Non-Christian Faiths	7%	3%

As Table 22 shows, there is a great deal of diversity among employees who are on leave compared with that among active regular full-time and part-time employees. As the data shows, persons with disabilities and women represent a larger proportion of those on leave, which could reflect the types of leave taken such as medical/disability leave and maternity leaves. However, the data also shows that racialized people, immigrants, and 2SLGBTQ+ employees also have a higher representation among those on leave.

### Implications and Recommendations

**Recommendation 23:** It is recommended that the Region explore the factors contributing to the higher rates of leave taken among those from the equity-seeking groups.

## 7.3 Students

In addition, 72 students completed the census.

Table 23. Diversity Among Students. Employee Census.		
	Regular Full-Time and Part-Time	Students
Persons with disabilities	21%	13%
Indigenous Peoples	3%	0%
Racialized people	20%	26%
Immigrants	21%	10%
Women	62%	53%
2SLGBTQ+	5%	11%
Non-Christian Faiths	7%	14%

As Table 23 shows, racialized students, 2SLGBTQ+ students, and students from non-Christian faiths were well-represented among students. Conversely, students with disabilities, Indigenous students, immigrant students, and female students were not well represented relative to their representation among active regular full-time and part-time employees.

## 7.4 Temporary, Casual/On-Call and Job Sharers

In addition to the Region's regular full-time and part-time employees, 280 employees who completed the Employee Census indicated that they are temporary, casual/on-call, or a job sharer. Table 23 shows the diversity of these employees compared with their representation among regular full-time and part-time employees.

<b>Table 24. Diversity Among Temporary, Casual/On-Call, Job Sharers. Employee Census.</b>		
	<b>Regular Full-time and Part-time</b>	<b>Temporary, Casual and Job Sharers</b>
Persons with disabilities	21%	18%
Indigenous Peoples	3%	2%
Racialized people	20%	15%
Immigrants	21%	24%
Women	62%	69%
2SLGBTQ+	5%	8%
Non-Christian Faiths	7%	11%

As Table 24 shows, those who identified as immigrants, women, 2SLGBTQ+, and affiliated with non-Christian Faiths were slightly more likely to be employed in temporary, casual, and job-sharing positions than in regular full-time and part time positions.

### Implications and Recommendations

While some employees may choose temporary, casual, or job-sharing jobs for a number of reasons, others use it as an entry point to municipal jobs. However, there may be barriers to better paying and regular jobs, which provide benefits. As such, the Region should also explore whether these employees face any barriers to moving into the regular workforce.

**Recommendation 24:** It is recommended that the Region explore whether employees face any barriers to moving from temporary, casual, and job-sharing positions into regular positions.

### Additional Recommendations

**Recommendation 25:** It is recommended that Employee Resource Groups be created for Indigenous Peoples and members of the equity-seeking groups to provide input into



Regional actions to create more diverse and inclusive work environments and to allow them to meet together in a safe space and support each other.

**Recommendation 26:** It is recommended that Durham Region conduct an Employment Systems Review to identify any barriers to hiring, advancement, and inclusion for Indigenous Peoples and members of the equity seeking groups that are embedded in employment policies and practices, organizational culture, or individual attitudes.

## 8. Conclusion

The different communities that make up the Region of Durham are becoming increasingly diverse as the population ages and the country relies more heavily on immigration for population and labour market growth. To remain vibrant and growing, the Region must be welcoming and inclusive to residents from diverse communities, backgrounds, and identities. As a major employer and community partner in the region, Durham Region has a leadership role to play in the community, and through its hiring practices, in fostering inclusivity.

This Employee Census has been an important first step to understanding the diversity of the organization and employees' overall feelings of inclusion. It will be important for the organization to go beyond these numbers to identify and address any barriers to hiring, advancement, and inclusion that may be embedded within employment policies and practices, organizational culture, or individual attitudes. Conducting an Employment Systems Review would be a critical next step for the Region to continue its assessment of the issues faced by Indigenous Peoples and the equity groups and further develop its strategy to foster a more equitable, diverse, and inclusive workplace.

Also critical to these assessment efforts and to making the needed change is that this work be undertaken collaboratively with the Human Resources Division and other internal collaborators. In this way, the Region will be able to better understand existing policies and practices and build on current strengths to develop a truly inclusive organization.

Appendix A: Data by Department

	Durham Region Workforce (Regular FT/PT)	Departments								
		CAO's Office	Corporate Services	Finance	Health	Planning & Econ Dev	SSD LTC & SSD	SSD	Transit	Works
Response Rate										
Total	64%	90%	68%	63%	68%	83%	27%	76%	28%	42%
Sense of Inclusion										
As a Durham Region employee	3.4	4.0	3.7	4.2	3.5	4.1	3.2	3.9	3.9	3.6
At the divisional level	3.3	4.2	3.7	4.1	3.4	3.9	3.0	3.7	3.5	3.6
At the team level	3.7	4.4	4.0	4.5	3.8	4.2	3.6	4.2	3.5	3.9
Representation										
Persons with disabilities	21%	25%	25%	17%	23%	19%	23%	22%	19%	18%
Indigenous Peoples	3%	0	0	0	0	0	0	1%	1%	1%
Racialized people	20%	23%	13%	22%	19%	21%	23%	12%	27%	17%
Immigrants	21%	20%	18%	20%	15%	25%	26%	12%	28%	22%
Women	62%	73%	69%	61%	66%	60%	78%	86%	32%	29%
2SLGBTQ+	5%	9%	2%	4%	6%	10%	8%	5%	9%	2%
Non-Christian faiths	7%	2%	7%	8%	6%	10%	5%	5%	4%	10%



## The Regional Municipality of Durham Report

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To: Finance and Administration Committee  
From: Commissioner of Corporate Services  
Report: #2022-A-25  
Date: December 13, 2022

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**Subject:**

Appointment of Directors to Durham OneNet Inc.

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**Recommendation:**

That the Finance and Administration Committee recommends to Regional Council:

A) That the following persons be appointed to the Board of Directors as members.

- i) Catherine Rosebrugh
- ii) David Stevens
- iii) Ingrid Robinson
- iv) Francis Garwe

B) That the Shareholder's Direction be amended as follows:

- i) s. 7.1 (k) be amended to add “. . . and set employee compensation such that total compensation is comparable to Regional staff with comparable roles and duties.”
- ii) s. 7.2 (b) (ii) be amended to remove “. . . and the slate of six shall include the President of the Corporation.”

C) That the Regional Solicitor as Secretary for the OneNet Inc. Board is directed to carry out such tasks as may be required to implement the recommendations from Regional Council.

**Report:****1. Purpose**

- 1.1 The purpose of this report is to carry out the previous direction of Regional Council in report [#2021-COW-32](#) and to amend the Shareholder's Direction to clarify membership on the Board of Directors and Employee Compensation.

**2. Background****2.1 Nomination of Board of Directors**

- a. Durham OneNet Inc is a Municipal Service Corporation established by Regional Council to build and operate the Regional Broadband Network. Regional Council forms the Shareholders for Durham OneNet Inc. and provided a Shareholder's Direction setting out Regional Council's requirements for Durham OneNet Inc.
- b. In report [#2021-COW-32](#) Regional Council approved the Shareholder Direction which established an initial Board of Directors comprised of the Regional Chair and Chief Administrative Officer. Regional Council's Shareholder's Direction provided further instructions for the Board of Directors, specifically:
  - "The board shall be comprised of a maximum of six directors which will consist of up to one elected member of Regional Council and up to one senior management staff of the Regional Municipality of Durham. The remaining board members will be comprised of the President of the Corporation and select independent members with expertise needed on the board;"
- c. To carry out this direction Regional Staff under the direction of the Chief Administrative Officer completed a recruitment process for Board members using a third-party consultant, Odgers & Bernstein. Suitable candidates from that process were interviewed by the initial Board appointed by Council and the successful candidates for the Board positions were selected for approval by Regional Council.
- d. Upon Regional Council approval the candidates will sit as members of the Board of Directors commencing at the next meeting of the Board of Directors of Durham OneNet Inc.

## 2.2 Role of President of Durham OneNet Inc. on the Board of Directors

- a. Regional Staff are recommending that the Shareholder's Direction be amended to remove the President from the slate of voting members of the Board of Directors. This is consistent with maintaining a separation between the role of the Board of Directors and the role of staff within Durham OneNet Inc. The President of Durham OneNet Inc. will sit on the Board of Directors in a non-voting role. The role of Chair of the Board of Directors is currently being fulfilled by the Regional Chair. The Board of Directors may appoint a Chair from among their membership.

## 2.3 Employee Compensation at Durham OneNet Inc.

- a. Regional Staff are recommending that the Shareholder's Direction be amended to provide additional clarity on the setting of employee compensation and that Durham OneNet Inc. will set employee compensation such that total compensation is comparable to Regional staff with comparable roles and duties.

## 3. Previous Reports and Decisions

- 3.1 [#2019-P-3](#) Proposed Durham Region Broadband Strategy, "Connecting our Communities: A Broadband Strategy for Durham Region", File: D24-12
- 3.2 [#2020-INFO-5](#) Durham Region Broadband Program Update
- 3.3 [#2020-EDT-6](#) Regional Broadband Network Business Case Development and Endorsement of Grant Funding Application
- 3.4 [#2020-INFO-91](#) Durham Region Broadband Program Update – Improving Connectivity for Ontario (ICON) Program, Stage 1 Application Status
- 3.5 [#2020-COW-29](#) Durham Broadband Stage Two Funding Application for the Provincial Improving Connectivity for Ontario (ICON) Program
- 3.6 [#2020-EDT-11](#) Pickering-Uxbridge Broadband Fibre Trunk Project
- 3.7 [#2021-COW-2](#) Regional Broadband Network, Applications for Provincial and Federal Funding
- 3.8 [#2021-COW-18](#) Update on Regional Broadband Program; Authority to Accept Improving Connectivity for Ontario (ICON) or Universal Broadband Fund (UBF) Grant Awards; and Authority to Make Project Commitments During Summer Recess
- 3.9 [#2021-COW-32](#) Establishing a Municipal Services Corporation to build and operate the Regional Broadband Network
- 3.10 [#2021-COW-23](#) CONFIDENTIAL Regional Broadband Program: Grant Application Status Update

#### **4. Financial Implications**

- 4.1 Pursuant to the Shareholder Direction approved by Regional Council, these Board Members will receive \$20,000 per annum as compensation. Regional staff who sit as Board Members do not receive additional compensation and members of Regional Council receive an amount equal to the Chairs of Regional Committees which is currently \$6,000 per annum. The President of Durham OneNet Inc. does not receive additional Board remuneration.

#### **5. Relationship to Strategic Plan**

- 5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
- a. Goal 3: Economic Prosperity. Objective: To build a strong and resilient economy that maximizes opportunities for business and employment growth, innovation and partnership.
    - Section 3.1 Position Durham Region as the location of choice for business
    - Section 3.3 Enhance communication and transportation networks to better connect people and move goods more effectively
  - b. Goal 5: Service Excellence. Objective: To provide exceptional value to Durham taxpayers through responsive, effective and fiscally sustainable service delivery.
    - 5.1 Optimize resources and partnerships to deliver exceptional quality services and value
    - 5.4 Drive organizational success through innovation, a skilled workforce, and modernized services

#### **6. Conclusion**

- 6.1 The above recommendations will provide appropriate direction from Regional Council for the good governance of Durham OneNet Inc. and clarify the intentions of Regional Council as Shareholders.

## **7. Attachments**

Attachment #1: Shareholder's Direction for Durham OneNet Inc.

Respectfully submitted,

Original signed by

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Barb Goodwin, MPA, CPA/CGA,  
B.Comm, CPM, CMMIII  
Commissioner of Corporate Services

Recommended for Presentation to Committee

Original signed by

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Elaine C. Baxter-Trahair  
Chief Administrative Officer

**Shareholder's Direction for  
Durham OneNet Inc.  
(the "Corporation")**

**WHEREAS:**

- A. The Regional Municipality of Durham (the "**Region**") has established the Corporation as a Municipal Services Corporation pursuant to the provisions of the *Municipal Act* and the OBCA and is the sole shareholder of the Corporation;
- B. The Region incorporated the Corporation for the purpose of providing a telecommunications and high-speed broadband internet network in Durham Region. The Corporation will register with the Canadian Radio-television and Telecommunications Commission as a non-dominant carrier;
- C. The Region as the sole shareholder of the Corporation has developed a detailed initial business plan for establishing the Corporation's business and undertaking as more particularly described below which will be brought to Regional Council ("**Council**") for approval (the initial business plan once approved by Council herein called the "**Initial Plan**"); and
- D. The Region, in this Shareholder's Direction, wishes to set out for the Board, the Region's expectations of, and objectives for, the Corporation's mandate, scope of responsibility, and reporting requirements in respect of its business and operations.

**NOW THEREFORE** it is hereby agreed and declared as follows:

**1. INITIAL PLAN**

- 1.1 The Initial Plan shall include the following, together with anything else that the Corporation or the Board may consider necessary or advisable (or that Council may require once a proposed Initial Plan is placed before Council for approval), in relation to the following:
- (a) an initial strategic plan, business and financial plan and budget (including a capital and operating budgets), including, without limitation, any transfer of assets and financial assistance that may be required in relation thereto;
  - (b) a proposal for pursuing existing and future grant applications in relation to the Corporation's pursuit of its objects; and
  - (c) any plan for pursuing arrangements with any third-party entity in relation to the Corporation's undertaking as a telecommunications and high-speed broadband internet network serving Durham Region.



Once the proposed Initial Plan (with any such amendments as required by Council) is approved by Council it shall constitute the Initial Plan for the purposes of this Shareholder's Direction.

## **2. LIMITATIONS**

- 2.1 The Corporation and the Board shall not, without further approval of Council, undertake any activities beyond what they are expressly empowered to proceed with in this Shareholder's Direction, but are empowered to do all things necessary or advisable in pursuit of those activities.
- 2.2 The provisions in this Shareholder's Direction following this Section 2.2 are not effective until the Initial Plan has undergone the necessary Council procedure and has been approved by Council. Upon such approval having been obtained from Council the proposed Initial Plan (with such amendments as required by Council) shall be considered the Initial Plan for the purposes of this Shareholder's Direction, and the provisions of this Shareholder's Direction immediately following this Section 2.2 shall become effective without further action being required.

## **3. DEFINITIONS AND INTERPRETATION**

- 3.1 In this Shareholder's Direction, the following definitions apply:
  - (a) "Annual Business Plan" means the annual business plan presented by the President, approved by the Board and approved by Council which is from time to time in effect, and which includes any updates to the Corporation's strategic plan, the Corporation's business and financial plan and budgets for the Corporation (including capital and operating budgets) and such other information for the applicable period covered by such Annual Business Plan as set out in Section 9.1, required by this Shareholder's Direction or otherwise required by Council.
  - (b) "Annual Report" means the Corporation's annual report to its shareholder, the Region, as more particularly described in Section 9.6.
  - (c) "Applicable Law" means any federal, provincial or municipal statute, regulation, regulatory policy or order of any Government Authority, including all applicable by-laws, as same may be amended from time to time (including federal, provincial, or municipal government, or any entity, person, court or other body or organization exercising one more executive, legislative, judicial or regulatory functions, having jurisdiction over the matter).
  - (d) "Articles" means the Articles of Incorporation of the Corporation issued by the Province of Ontario's Ministry of Government Services on \*\*\* , 2022.

- (e) "Authorized Region Signatory" means the individual or individuals who are authorized by Council to sign written approvals or other documents relating to the Corporation on behalf of the Region.
- (f) "Corporate Employees" has the meaning set out in Section 6.2. "Corporate Employees" does not include Regional Staff.
- (g) "Durham Region" means the geographical area of the Regional Municipality of Durham.
- (h) "Financial Statements" means, for any particular period, audited and/or (if the requisite legal exemptions are available at law and have been validly authorized and pursued) unaudited comprehensive financial statements of the Corporation consisting of not less than a balance sheet, a statement of income and retained earnings, a statement of changes in financial position, a report or opinion of the Corporation's auditor, and such other statements reports, notes and information as are required in accordance with any Applicable Law, all prepared in accordance with GAAP (meaning Canadian generally accepted accounting principles applied on a consistent basis and which are in accordance with recommendations from time to time of the Chartered Professional Accountants of Canada, at the date on which such generally accepted accounting principles are applied).
- (i) "Fiscal Year" means the twelve (12) month period commencing on January 1st and ending on December 31st.
- (j) "Municipal Act" means the *Municipal Act, 2001*, S.O. 2001 c.25, as may be amended, replaced and/or re-enacted from time to time.
- (k) "Network" means the telecommunications and highspeed broadband networks in Durham Region being a dark fibre telecommunications network consisting of fibre optic cables and other means of transmission facilities, appurtenances, and related equipment, including conduit, but excluding real property upon which the facilities are situated.
- (l) "OBCA" means the *Business Corporations Act* (Ontario), as may be amended, replaced and/or re-enacted from time to time.
- (m) "President" means the President of the Corporation.
- (n) "Regional" when used in relation to a facility, means a facility owned, operated or managed by the Region, and when used in relation to a branch or department, means a Regional branch or department of the Region.
- (o) "Regional Auditor" means the Internal Auditor of the Region.
- (p) "Regional CAO" means the Chief Administrative Officer of the Region.

- (q) “Regional Treasurer” means the Commissioner of Finance and Treasurer of the Region.
- (r) The necessary grammatical changes required to make the provisions of this Shareholder’s Direction apply in the plural sense where the context comprises more than one entity and to corporations, associations, partnerships or individuals, males or females, in all cases will be assumed as though in each case fully expressed. References to any individual shall be read with such changes in number and gender as may be appropriate.
- (s) The captions for sections of this Shareholder’s Direction are for convenience only and are not to be considered a part of this Shareholder’s Direction and do not, in any way, limit or amplify the terms and provisions of this Shareholder’s Direction.
- (t) Where there is a reference to a director, officer or employee performing duties in respect of this Shareholder’s Direction, this shall also include the individual acting in that capacity or his or her designate.
- (u) In the event of any conflict between any approval or direction given or action taken pursuant hereto or any provision of this Shareholder’s Direction and any Applicable Law, the Applicable Law shall govern.

#### 4. MISSION AND GUIDING PRINCIPLES

##### 4.1 Mission and Guiding Principles of the Corporation

The Corporation’s mission is to maintain and expand the Network, to provide open access fibre connectivity across Durham Region, to deliver Regional services and to enable economic development and innovation across Durham Region through improved broadband connectivity.

##### 4.2 The Corporation’s mission is supported by these guiding principles:

- (a) **Improve Service Delivery:** Leverage the Network to expand and enable more impactful Regional services to its residents through the use of network fibre to connect Regional facilities, assets and operations.
- (b) **Fast and Reliable:** Design and build a fibre based, future-proof, scalable and resilient network to meet current to future needs.
- (c) **Ubiquitous:** Expand the Network across Durham Region to encourage and enable service providers to deliver ubiquitous broadband services across Durham Region.
- (d) **Collaborative:** Leverage private and public partnerships aligned to the vision of a Regional Broadband Network connecting our communities.

- (e) **Open Access:** The Network should be open for all service providers to deliver a vast array of broadband services and foster competitive choice across Durham Region.
- (f) **Affordable and Inclusive:** The Corporation should seek opportunities to influence and offer affordable services across Durham Region.

## 5. OBJECTIVES AND PRINCIPLES

### 5.1 Purpose of this Shareholder's Direction

This Shareholder's Direction:

- (a) Sets out for the Board the Region's expectations of and objectives for the Corporation and the Corporation's mandate, scope of responsibility, and reporting requirements;
- (b) Sets out the relationship between the Corporation and the Region; and
- (c) Constitutes, where applicable, a declaration by the Region, as the sole shareholder of the Corporation, pursuant to subsection 108(3) of the OBCA.

### 5.2 Regional Objectives

The Region has the following objectives in its decision to incorporate the Corporation as a wholly-owned subsidiary of the Region under the OBCA:

- (a) As an OBCA corporation governed by a board of directors, the Corporation will have greater agility to make and implement decisions quickly within the defined strategy and budgets and defined reporting requirements. Through delegation from the Board to the President, the President can execute agreements that are in conformance with the approved Annual Business Plan.
- (b) As a for-profit corporation under the OBCA, the Corporation will have greater ability to enter into strategic partnerships, pilot projects and other business arrangements.
- (c) In time, the Corporation will be financially sustainable on an operating basis.

### 5.3 Mandate of the Corporation

The Corporation will strive to achieve the Region's objectives set forth in Section 5.2 (Regional Objectives) when carrying out the following mandates. Specifically:

- (a) The Corporation shall ensure that the connectivity requirements of Regional departments for service delivery continue to be addressed to enhance operational efficiencies and use of applications.

- (b) The Corporation shall assist municipalities, universities, schools and hospitals sector entities within Durham Region in meeting and/or optimizing their connectivity levels to foster better communications.
- (c) The Corporation shall develop a telecommunications system that provides open access fibre infrastructure across Durham Region to public and private sector entities.
- (d) Subject to the terms and conditions of this Shareholder's Direction, the Corporation shall assume responsibility for strategic planning, management and development of the Network, including without limiting the generality of the foregoing, the Network design, preliminary design, construction, maintenance, operation, capital delivery, funding, financing, and procurement in respect of the Network. The Corporation's responsibilities in this respect will include but not be limited to pursuing funding opportunities, negotiating contracts, structuring business and commercial arrangements, including pricing and fees structure, and entering into contracts to give effect thereto.

#### 5.4 Agreements and Ownership of Assets

- (a) The Corporation will own or have such ownership interests in the assets and infrastructure of the Network as acquired by it in conformance with the Annual Business Plan and as transferred to it by the Region pursuant to transfers entered into by the Region in conformance with any applicable Asset Transfer Policy, with the exception of assets and infrastructure that may be owned by any third-party entity also involved in developing and operating the Network.
- (b) The majority of such infrastructure is affixed to and/or situated in a Regional rights-of-way, under the legal jurisdiction of the Region, as the road authority. The Corporation shall enter into a municipal access agreement with the Region under which the Corporation will be granted such rights to the Regional right-of-way that are necessary for the Corporation to construct, maintain and operate the current and future Network.
- (c) Any business agreements and other Network related operational agreements that are currently in place between the Region and a third party shall be assigned by the Region to the Corporation upon the Region entering into an assignment agreement in conformance with any Annual Business Plan acceptable to the Region and the Corporation. All future access and other Network related operational agreements shall be entered into in the Corporation's name, provided that they are provided for and contemplated in an Annual Business Plan.
- (d) All rights in intellectual property created by the Corporation regarding or in respect of the Network including but not limited to copyrights, trademarks,

trade secrets, patents and industrial designs shall be owned by the Corporation. The Region may request a licence from the Corporation to use the Corporation's intellectual property, in whole or in part, such request not to be unreasonably denied. Any such licence granted will be irrevocable, perpetual, and royalty-free.

## 5.5 Operating Principles

The directors and officers of all OBCA corporations have a duty to act honestly, in good faith, and in the corporation's best interests. The Corporation is wholly owned by the Region and the Region has established the objectives for the Corporation that are aligned with the Region's interests. In this context, the Corporation, acknowledges and agrees, that in delivering its mandate, the following principles will govern the operations, services and activities of the Corporation:

- (a) The Corporation will conduct its business in a socially responsible manner that respects the public nature of its shareholder and the importance of the Region's accountability to the general public.
- (b) The Corporation will operate in a manner to enable the Corporation to become financially sustainable on an operating basis over time.
- (c) The Corporation will initially operate as a fibre provider that is effectively providing connection infrastructure. This could include any networking and management equipment to operate and manage services provided.
- (d) The Corporation will conduct its affairs in a manner that supports the Region's goals and priorities and is not in conflict with them.
- (e) The Corporation will act in accordance with and be accountable for the financial performance and strategic objectives as set out in the Corporation's Annual Business Plans.
- (f) The Corporation will act reasonably to mitigate financial risks to the Region.

## 5.6 Municipal Services Corporation Requirements under the *Municipal Act*

The Board shall ensure that the Corporation fulfills its legal obligations under the *Municipal Act* as a municipal services corporation incorporated pursuant to the *Municipal Act*. The following highlights sections of O. Reg . 599/06 (the "**Regulation**") under the *Municipal Act* that are most relevant to the corporation:

- (a) Section 18(1) of the Regulation prohibits the Corporation from incorporating another corporation.
- (b) Section 18(2) of the Regulation provides that the Corporation may only invest in securities that are prescribed under section 418 of the *Municipal Act* and any Regulation made under section 418 applies to the Corporation.

- (c) Section 19 of the Regulation provides that the directors and officers of the Corporation are deemed to be members for the purposes of the *Municipal Conflict of Interest Act* which imposes certain obligations relating to declaring interests and avoiding conflicts of interest and establishes consequences for failing to comply with those obligations. In addition, as an OBCA corporation, the directors and officers of the Corporation are required to comply with the conflict of interest requirements set out in the OBCA.
- (d) Section 20 of the Regulation provides that a wholly owned municipal services corporation is deemed to be an institution for purposes of the *Municipal Freedom of Information and Protection of Privacy Act*.
- (e) Section 21(2) of the Regulation provides that the Corporation shall be deemed to be a local board for the purposes of subsection 270(2) of the *Municipal Act*, that requires the Corporation adopt and maintain policies with respect to the following matters:
  - (i) sale and other disposition of land;
  - (ii) hiring of employees; and
  - (iii) procurement of goods and services.

## 5.7 Confidentiality

The Corporation shall use its best efforts to ensure that no confidential information of the Region or the Corporation is disclosed or otherwise made available by the Corporation or any of its directors, officers and employees to any individual, except to the extent that:

- (a) Disclosure to the Region's or the Corporation's officers, employees or agents is necessary for the performance of any of their duties or obligations under this Shareholder's Direction, or in their jobs at the Region, or for the performance of duties by third parties receiving confidential information; or
- (b) Disclosure is required in the course of any legal or regulatory proceedings or actions or pursuant to an Applicable Law; or
- (c) The confidential information becomes part of the public domain (other than through unauthorized disclosure by the Corporation); or
- (d) Disclosure is made in full compliance with and as required by the *Municipal Freedom of Information and Protection of Privacy Act* and the conflict of interest provisions in the OBCA or other applicable law or regulation or by court order.

## 6. RELATIONSHIP TO THE REGION

### 6.1 Relationship of the Corporation to the Region

- (a) The Region is the sole shareholder of the Corporation and requires that the Corporation take responsibility for designing, constructing, maintaining, operating and developing the Network in accordance with the mandate set out in Section 5.3, subject to the terms, conditions and provisions of this Shareholder's Direction and Applicable Law. To this end and subject to the express terms and conditions of this Shareholder's Direction, the Region hereby directs and authorizes the Corporation to undertake any and all steps necessary to carry out these responsibilities in conformance with the Corporation's Annual Business Plans, including without limitation, procuring, awarding, executing, project managing, and awarding contracts.
- (b) Under the *Municipal Act*, the Region has, and will continue to have, legal jurisdiction of the Regional rights-of-way upon which the Network is situated.
- (c) The Corporation shall be entitled to receive all fees and other revenue arising from the Network operations and be responsible for paying its operating costs.

### 6.2 Corporation's Employees

- (a) All staff of the Corporation including the President (collectively "**Corporate Employees**") shall be hired as employees of the Corporation. Initial Corporate Employees shall include the President and Chief Financial Officer. A performance appraisal process applicable to Corporate Employees will be developed considering best practices utilized in the Region. The salaries and benefits and other employment-related costs of Corporate Employees shall be the responsibility of the Corporation.
- (b) Subject to the provisions set out in Subsection 7.1(j) and compliance with the policies applying to the hiring of Corporate Employees, the Corporation, through delegation to the President, is responsible for establishing the duties and responsibilities of each Corporate Employee's job description. When carrying out their duties and responsibilities, Corporate Employees carry out same for and on behalf of the Corporation.

### 6.3 Services Agreement between the Region and the Corporation

In order for the Corporation to carry out its business and affairs, the Corporation will require the Region to provide certain services to the Corporation. To this end, the Corporation and the Region will negotiate and execute a services agreement (the "**Corporate Services Agreement**") under which Regional employees and/or contractors of the Region (collectively "**Regional Staff**") will provide the necessary



services to the Corporation. The Corporate Services Agreement shall include, but not be limited to, the following terms and conditions:

- (a) A description of (i) the services to be provided by a Regional department and/or Regional branch; (ii) the fees and/or allocations of Regional Staff attributable to the Corporation for such services; and (iii) the working relationship between Corporate Employees and Regional Staff; and
- (b) The authorized signatories in respect of the Corporate Services Agreement.

#### 6.4 President and Secretary

- (a) The President will be a full time position with the Corporation.
- (b) The role of the President will be to lead the Corporation, provide leadership on strategic and tactical business objectives, develop on an annual basis a proposed annual business plan (including updating the strategic plan, a business and financial plan and budget (including capital and operating budgets) and, when it is anticipated that there will be funds available for distribution through dividends, a dividend policy) and prepare the Annual Report (in each case for presentation to the Board and consideration and approval by the Board for presentation to the Region by the Board), and hire and manage Corporate Employees. The President will provide regular reports to the Board regarding actual performance in comparison to the Annual Business Plan and any other matters of strategic or business importance coming to his attention and work priorities under the Corporation's Annual Business Plan.
- (c) The President will develop the Corporation's operating and capital budgets to be included in his proposed Annual Business Plan based upon the Corporation's forecasted work priorities and objectives.
- (d) Subject to any conditions or restrictions imposed upon the President by the Board or in this Shareholder's Direction, the President will be responsible for all of the following in accordance with and in compliance with the Corporation's Annual Business Plan:
  - (i) negotiating business and commercial arrangements, including but not limited to agreements to co-build with external internet service providers, indefeasible rights of use agreements, construction and/or design-build agreements based on forecasted build requirements;
  - (ii) establishing fee structures;
  - (iii) negotiating individualized pricing options, discounts and/or tariffs with third parties;

- (iv) pursuing senior government funding and preparing and submitting funding applications; and
  - (v) hiring and managing the Chief Financial Officer and other Corporate Employees.
  - (vi) The President shall have a signing authority limit to be established by the Board and in any event the President shall have signing authority for items already approved in the Annual Business Plan (as defined below). The President has the authority to establish signing authority limits (within the limits imposed upon the President to conform to the Annual Business Plan) for Corporate Employees.
- (e) The Secretary of the Corporation should initially be the Regional Solicitor. A replacement Secretary may be elected by the Board following the initial constitution of the full Board.

## **7. BOARD OF DIRECTORS**

### **7.1 Responsibilities of the Board of Directors**

Subject to this Shareholder's Direction and the OBCA, the Board shall supervise the management of the business and affairs of the Corporation. The Board shall supervise and manage the business and affairs of the Corporation in compliance with and conformance to the Corporation's Annual Business Plan. In particular, the Board, or where delegation is permitted and deemed appropriate by the Board, a committee of the Board, shall:

- (a) Receive the Corporation's proposed Annual Business Plan, as developed and presented to it by the President, and approve the proposed Annual Business Plan in such form and with such amendments as they determine in accordance with their responsibilities as directors, so long as it is in accordance with the Corporation's mandate and the requirements of this Shareholder's Direction, and provided that it is in accordance with the operating and/or capital budgets and capital and operating spending authority approved by Council in the Region's annual budget process for that Fiscal Year.
- (b) Present for approval by Council on an annual basis the proposed Annual Business Plan, which must be in conformance with and comply with the requirements of the Corporation's mandate, this Shareholder's Direction, the Region's operating and/or capital budgets and capital and operating spending authorities approved by Council as part of the Region's annual budget process. Once a proposed Annual Business Plan (with such amendments as required by Council) is approved by Council, it shall constitute an Annual Business Plan for the purposes of this Shareholder's Direction.

- (c) Appoint the President, approve the President's term of employment, establish performance objectives for the President, monitor the President's success in meeting those objectives, and hold the President accountable for meeting those objectives.
- (d) In addition to the President, appoint the executive officers of the Corporation.
- (e) Receive annual updates from the President regarding achievement of goals and objectives in the Corporation's Annual Business Plan based upon performance metrics and whether there are budget variances and/or budget pressures. The Board will ensure that the Corporation acts in accordance with the Corporation's Annual Business Plan.
- (f) Receive the proposed strategic and financial plans forming part of the proposed Annual Business Plan as developed and presented to it by the President, and approve such plans for presentation to Council, so long as they are in accordance with the Corporation's mandate and provided that it is in accordance with this Shareholder's Direction and the operation and/or capital budgets and capital and operation spending authority approved by Council in the Region's annual budget process for that Fiscal Year.
- (g) Review annually the Corporation's mandate and recommendations to changes to the mandate for consideration by Council so long as amendments do not contravene the operating principles set forth in Section 5.5 or the Corporation's Annual Business Plan.
- (h) Upon the President's recommendation, approve in-year changes to work priorities in the business plan including budget re-profiling, provided that any such approval does not impact the Region's financial position in a material way and such changes are in conformance with the Corporation's Annual Business Plan.
- (i) Adopt and maintain a policy with regard to the sale and other disposition of land in conformance with the Annual Business Plan.
- (j) Adopt and maintain policies with regard to the hiring of Corporate Employees.
- (k) Develop and approve human resources policies and procedures for the Corporation considering applicable best practices of the Region's policies and procedures with the intention that Corporate Employees are treated in a comparable manner to Regional jobs, in respect of their employment terms and conditions.
- (l) Develop and approve procurement policies for goods and services designed with the objective of providing good value while providing sufficient flexibility to the Corporation to conduct its business and affairs.

- (m) Develop and approve signing authority policies for the President and any other executive officer of the Corporation in conformance with the Annual Business Plan.
- (n) Adopt financial and risk management strategies for the Corporation.
- (o) Approve the Audited Financial Statements, the Annual Report and submit the Audited Financial Statements and Annual Report to the Region, as shareholder.
- (p) Maintain appropriate insurance coverage for the Corporation's business and activities.
- (q) Ensure that the Corporation's officers and employees act in accordance with this Shareholder's Direction.
- (r) Provide such annual or special reports to Council as Council may from time to time determine it requires.

## 7.2 Composition of the Board of Directors

- (a) The Region has the sole authority to determine and amend the composition of the Board, subject to the provisions in the Corporation's Articles and any articles of amendment or any corporate by-law, or shareholder proceedings executed by the Region.
- (b) The Board shall be comprised of:
  - (i) A maximum of six board members;
  - (ii) One or two additional initial board members (in addition to the Regional Chair who is serving as incorporator and initial director of the Corporation) will be elected by the Region (as sole shareholder). The two or three initial board members will act as a nomination committee to recommend within 3 months of the date of incorporation of the Corporation a slate of up to six board members (total) for the consideration of the Shareholder, and the slate of six shall include the President of the Corporation;
  - (iii) Of the six nominees to be presented by the nomination committee to the Shareholder for its consideration in connection with the Shareholder's election of the Board of Directors of the Corporation, up to one nominee may be an elected member of Regional Council and up to one nominee may be a member of senior management staff of the Regional Municipality of Durham;
  - (iv) After a review of industry best practices, a skills matrix will be used to target and select the expertise needed on the board. The matrix

would contain expertise for finance/trustee with private CFO experience, legal, telecom industry experience (operator and/or vendor), MUSH sector experience (customer or client experience), and diversity; and

- (v) Board members must be Canadian citizens and must meet statutory requirements required for qualification as a member of the Board.

### 7.3 Term of a Member on the Board of Directors

- (a) For Board members who are Corporate officers: the term will align with the role/position appointed by the Board. (eg. the President will remain a Board member until such time as the Board replaces that President) unless otherwise decided by the Shareholder at any time.
- (b) For Board members who are elected officials: the term will align with the term of the elected official unless otherwise decided by the Shareholder at any time.
- (c) For non-elected Region senior management staff (Commissioner or CAO): the term will align with the role/position as designated by the Region unless otherwise decided by the Shareholder at any time.
- (d) For independent Board members: Staggered terms of no less than two years unless otherwise decided by the Shareholder at any time.

### 7.4 Vacancies on the Board of Directors

The Board shall declare a vacancy if a director is absent from three (3) consecutive board meetings without the approval of the Board as recorded in the minutes of the meetings.

### 7.5 Conflict of Interest

Each director and officer of the Corporation shall inform the Board immediately when he or she has an interest in a matter to be considered by the Board or a committee of the Board and take appropriate action in accordance with the provisions of the *Municipal Conflict of Interest Act* and the OBCA, and any other Applicable Law or Board policies.

### 7.6 Remuneration of Directors

- (a) The remuneration of the directors of the Corporation will be determined by the Region from time to time. The Board has no authority to alter the remuneration or provide any additional remuneration to directors. However, a director may elect to receive no or a reduced remuneration.

- (b) Board members who are neither Members of Council nor Regional Staff may receive remuneration of up to \$20,000 per annum but remuneration for such Board members cannot exceed this maximum aggregate amount per annum.
- (c) Members of Council will receive additional remuneration for their service on the Board in the same amounts as Council members who are Chairs of Standing Committees or members of the Police Services Board (per By-Law # 08-2004), which is currently \$6,000 per annum.
- (d) Regional Staff who serve as members of the Board shall receive no additional remuneration beyond their salaries.
- (e) The Board shall establish an expense reimbursement policy for all Board members that is consistent with the Region's expense reimbursement policy pertaining to Councillors to provide for the reimbursement of out-of-pocket expenses incurred by Board members while conducting Board business.
- (f) The Board shall report to the Region the total remuneration and expenses paid for each member of the Board on an annual basis and the Region shall determine whether specific Regional by-laws need to be passed or amended in order to provide for the foregoing remuneration and reimbursement, and, if such by-law or amendments for remuneration or reimbursement policies acceptable to the Region are required, shall promptly pursue the same.

#### 7.7 Meetings of the Board of Directors

- (a) Meetings of the Board and its committees may be held *in camera*, at the Board's sole discretion. The Board shall meet at least four (4) times per year.
- (b) The Board may engage recording clerk services of an outside party which initially will be the Regional Clerk or Regional Solicitor. The recording clerk shall attend all public and *in camera* portions of meetings. For clarity, the recording clerk is not required to attend briefings, orientation or other training sessions, or team building and planning meetings where no Board decisions are made.
- (c) Matters requiring the Region's approval under Sections 8.4 and 8.5 that require a council report shall adhere to the Region's scheduling process and Committee of the Whole and Council meetings schedule. If, in the opinion of the Board, a matter under Sections 8.4 or 8.5 urgently requires Council approval and the matter cannot be delayed by proceeding through the normal scheduling process and committee hearings, then the Board may instruct the President to contact the Regional liaison in order to request an urgent meeting with Council to obtain instructions from the shareholder

without going through the normal scheduling process and committee hearings. The Chair of the Board may, at his discretion, require Corporate Employees who are not members of the Board, other than the recording clerk, in attendance during the *in camera* portion of the meeting, to leave the meeting during discussion of sensitive personnel issues. Members of the Board who are Corporate Employees may be required to leave the *in camera* portion of the meeting if they personally are the personnel to be discussed.

- (d) The Board may establish committees of the Board for any purpose and delegate decision-making to those committees as permitted by Applicable Law except:
  - (i) The Board shall not delegate decision-making to any committee unless all members of that committee are current Board members; and
  - (ii) The Board shall not delegate to a committee the power to commit the Corporation's resources unless the Board has stipulated in its by-laws monetary limits on the corporate resources that may be committed by the committee.

## **8. SHAREHOLDER MATTERS (WHEN REGIONAL COUNCIL APPROVAL IS REQUIRED)**

### **8.1 Decisions of the Region**

Each time the Corporation wishes to seek an approval or decision from the Region, as the shareholder of the Corporation, the Corporation shall make a written request for the approval which includes all information necessary for the Region to make an informed decision. The Corporation shall submit its request and supporting Information in a timely manner to the appropriate Regional liaison. Depending upon the nature of the approval sought the Corporation may need to prepare a council report for submission to Council.

### **8.2 Governance Liaison**

For matters requiring the Region's approval or other action regarding governance matters set out in Article 7 (Board of Directors), Sections 8.4 and 8.5 (Matters Requiring Shareholder Approval), and Section 11.2 (Amendments), the designated Regional liaison is the Regional CAO.

### **8.3 Financial Liaison**

For matters set out in Article 9 (Reporting) and Article 10 (Financial Performance), the designated Regional liaison is the Regional Treasurer, who is also the Authorized Region Signatory for matters set out in Subsections 8.5 (d), (e) and (f) which have obtained the required Region approval.

#### 8.4 Matters Requiring Shareholder Approval under the OBCA or Otherwise

The Corporation shall not take any of the following actions without the prior written approval of its shareholder, the Region:

- (a) amend its Articles;
- (b) amalgamate with another corporation, apply to continue as a body corporate under the laws of another jurisdiction, merge, consolidate or reorganize, or approve or effect any plan of arrangement, in each case whether statutory or otherwise;
- (c) take or institute proceedings for any winding up, arrangement, reorganization or dissolution;
- (d) create new classes of shares or reorganize, consolidate, subdivide or otherwise change its outstanding securities or issue common shares and/or preference shares;
- (e) sell or otherwise dispose of, by conveyance, transfer, lease, sale or leaseback, or other transaction, or grant security, charges or mortgages upon the assets of the Corporation in respect of all, substantially all or a material amount or value of its assets or undertaking or in any transaction or series of transactions at variance with or not provided for in the Corporation's Annual Business Plan;
- (f) enter into any other transaction or take any other action that requires shareholder approval pursuant to the OBCA; or
- (g) take any action or make any decision which is at variance with or does not comply with the Corporation's Annual Business Plan.

The Board may recommend to Council the making, amendment, or repeal any of its by-laws and the changes take effect at such time of the Region's approval as Shareholder. Such changes shall be submitted to the Region, as Shareholder, for Council's approval.

#### 8.5 Other Matters Requiring the Region's Approval

In addition to the matters set out in Section 8.4, the Corporation shall not, without the prior approval of Council:

- (a) Exceed the Corporation's capital or operating spending authority that was approved by Council in the Corporation's Annual Business Plan;
- (b) Sell, transfer or otherwise dispose or encumber all, substantially all or a material amount or value of the Corporation's assets or undertaking or



undertake any transaction or series of transactions which are at variance with or are not provided for in the Corporation's Annual Business Plan;

- (c) Issue or transfer shares to a third party entity;
- (d) Enter into any business arrangements which impose financial obligations on the Region or which are at variance with or are not provided for in the Corporation's Annual Business Plan;
- (e) Make representations or promises of any financial incentives or similar inducements that are binding on the Region;
- (f) Enter into a loan arrangement that may have a negative impact on the Region's credit rating in the opinion of the Regional Treasurer or which are at variance with or not provided for in the Corporation's Annual Business Plan;
- (g) Enter into any loan agreement, guarantee or grant any security or convey any assets that are not provided for in or do not conform to the Corporation's Annual Business Plan;
- (h) Enter into any contract or commitment involving monetary obligations which may exceed the overall amount provided or in the Corporation's Annual Business Plan; or
- (i) Acquire or invest in a business not provided for in or at variance with the Corporation's Annual Business Plan.

## **9. REPORTING**

### **9.1 Business Plan**

The Board shall annually approve Corporation's proposed Annual Business Plan to be presented to Council for approval by Council which will include, in respect of the period covered by such business plan the following. Once approved by Council the proposed Annual Business Plan shall constitute the Annual Business Plan for the period covered thereby:

- (a) The key objectives, priorities, and business initiatives that the Corporation will undertake over the next three (3) year period and any amendments to the strategic plan;
- (b) A financial and business plan and the metrics for monitoring accomplishments and financial performance including liquidity and debt coverage;
- (c) Operating and capital budgets in conformance with the Region-approved operating and capital budget for the next Fiscal Year and an operating and

capital budget projection for each subsequent Fiscal Year covered by the Corporation's Annual Business Plan, including the resources necessary to implement the Corporation's Annual Business Plans and any financial impact to the Region;

- (d) Pro forma Financial Statements;
- (e) Any material variances in the projected ability of any business activity to meet or continue to meet the Corporation's objectives;
- (f) Any material variances from the previous Annual Business Plans; and
- (g) Any additional information that the Regional Treasurer may reasonably specify from time to time.

## 9.2 Region's Annual Budget Process

In accordance with the Region's annual budget process, the Corporation shall prepare and deliver to the Region the Corporation's annual operating and capital budgets for that Fiscal Year and the proposed Annual Business Plan for the Region's approval. The Corporation shall not exceed, in any Fiscal Year, the Corporation's capital or operating spending authority that was approved by the Region in the annual budget process for that Fiscal Year and in the Annual Business Plan.

## 9.3 Financial Impact on the Region

Prior to consideration of the proposed Annual Business Plan by the Board, the President shall brief the Regional Treasurer on the draft proposed Annual Business Plan and any potential financial consequences for the Region.

## 9.4 Access to Records

The duly appointed representatives of the Region (as approved by Council from time to time) may make reasonable requests to the Board for access to the Corporation's books and records during normal business hours. Such representatives shall treat all information of the Corporation with the same level of care and confidentiality as any confidential information of the Region. The Regional CAO, the Regional Treasurer, the Regional Solicitor and the Regional Auditor are deemed duly appointed representatives of the Region for matters in respect of this Section 9.4.

## 9.5 Audit

The Corporation shall be subject to internal audits/reviews at the request of the President, the Board or the Shareholder.

The Corporation's consolidated and unconsolidated Financial Statements shall be audited annually. The initial auditor of the Corporation is Deloitte Canada. In addition to the foregoing:

- (a) The Corporation shall establish and maintain a reasonable accounting system that enables the Corporation to readily identify its assets, expenses, costs of goods, and use of funds.
- (b) The Region's Internal Audit Division (IAD) will provide the audit and consulting services to the Corporation at the Corporation's discretion in accordance with the Internal Audit policy of the Region, subject to policy changes by the Board.

#### 9.6 Annual Report

The Board shall approve the audited Financial Statements and submit an Annual Report to the Regional Treasurer as the designated representative of the Region within 6 months after the end of each Fiscal Year. The Annual Report shall include:

- (a) Audited Financial Statements;
- (b) Accomplishments during the Fiscal Year together with a review and report of actual performance measured against the Annual Business Plan along with explanations, notes and information as is required to explain and account for any variances between the actual results and the Corporation's Annual Business Plan in effect for that Fiscal Year;
- (c) The proposed Annual Business Plan approved by the Board for presentation to Council for Council's consideration and approval for the next period; and
- (d) If there is to be a proposed change to any part of the Corporation's strategic plan or dividend policy as part of any proposed Annual Business Plan, the report will include an analysis supporting such proposed change.

#### 9.7 Annual and Special Update for Council

In addition to the requirement of the OBCA to hold an annual general meeting, the Corporation shall provide an annual update and report for Council of its activities for the previous Fiscal Year. The Corporation shall also update and report to Council promptly on any issue or occurrence which could give rise to a material adverse impact on the Corporation and on the commencement of any significant litigation or proceedings for or against the Corporation that could materially impact the financial status of the Corporation, and shall otherwise provide such annual or special reports from time to time as are required by the Region or Council.

## **10. FINANCIAL PERFORMANCE**

### **10.1 Debt Financing**

The Corporation shall manage its corporate financing in a prudent manner, consistent with best practices for comparable telecommunications businesses, with due regard for liquidity and protection of the Region's investment and always in conformance with the Annual Business Plan.

### **10.2 Dividend Policy**

The Board will exercise its discretion in declaring dividends consistent with any dividend policy for the Corporation in effect from time to time which has been approved by the Region as part of an Annual Business Plan.

## **11. GENERAL**

### **11.1 Interpretation**

Wherever there is a reference to a Regional official, that reference includes any individual acting in that capacity, or any successor official appointed or designated as being responsible for the service area included in that office.

### **11.2 Amendments**

The Region, in its sole discretion, may amend this Shareholder's Direction from time to time. The Region will provide a written amendment or the amended Shareholder's Direction, as the case may be, to the Board. The amendment will come into effect on a date specified by the Region.

### **11.3 Time of the Essence**

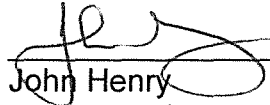
Time shall be of the essence in this Shareholder's Direction.

### **11.4 This agreement is intended to be a Unanimous Shareholders Declaration under Section 108 of the *Business Corporations Act* (Ontario) to the extent that it restricts in whole or in part the powers of the directors of the Corporation, including, without limitation, its restrictions on the management or supervising the management of the business and affairs of the Corporation.**

**DATED** the 10th day of February, 2022.

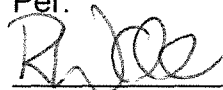
**THE REGIONAL MUNICIPALITY OF DURHAM**

Per:

  
\_\_\_\_\_  
John Henry  
Regional Chair

**THE REGIONAL MUNICIPALITY OF DURHAM**

Per:

  
\_\_\_\_\_  
Ralph Walton  
Regional Clerk



# Memorandum

**TO:** Finance and Administration Committee

**FROM:** Sarah Ciani, Committee Clerk

**DATE:** December 13, 2022

**RE:** Resolution adopted by the Works Committee at their meeting held on December 7, 2022

Corporate Services  
Department –  
Legislative Services

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Works Department – 2023 Water Supply and Sanitary Sewerage Business  
Plans and Budgets (2022-W-42) [Item 9.1 A]

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Moved by Councillor Mulcahy, Seconded by Councillor Cook,  
That the Works Committee recommends to the Finance and  
Administration Committee for subsequent recommendation to  
Regional Council:

That the Works Department's portion of the 2023 Water Supply System and  
Sanitary Sewerage System Business Plans and Budgets be approved.

CARRIED AS AMENDED  
(See Following Motion)

Moved by Regional Chair Henry, Seconded by Councillor Marimpietri,  
That the main motion of Councillor Mulcahy and Councillor Cook be  
amended by adding the following:

That staff report to the Finance and Administration Committee on the impact of  
using reserve funds to reduce the overall Water and Sewer User rates by 2%,  
with such report to include an assessment of the impact on Regional services  
and residents.

CARRIED

The main motion of Councillor Mulcahy and Councillor Cook was then put to a  
vote and CARRIED AS AMENDED.

*Sarah Ciani*

Sarah Ciani  
Committee Clerk  
Legislative Services Division

- c. N. Pincombe, Director, Business Planning and Budgets  
N. Taylor, Commissioner of Finance  
A. Harras, Director, Legislative Services, Regional Clerk



# The Regional Municipality of Durham Report

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To: Finance and Administration Committee  
From: Commissioner of Finance  
Report: #2022-F-20  
Date: December 13, 2022

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**Subject:**

Temporary Borrowing By-Law for 2023

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**Recommendation:**

That the Finance and Administration Committee recommends to Regional Council:

- A) The Regional Chair and the Treasurer be authorized in 2023 to borrow funds not to exceed \$500 million to meet current expenditures and liabilities until such time as the general tax revenues and other revenues of the Region are received; and
  - B) That approval be granted for the requisite by-law(s).
- 

**Report:**

**1. Purpose**

- 1.1 The purpose of this report is to obtain approval for the Region's 2023 Temporary Borrowing By-law.

**2. Previous Reports and Decisions**

- 2.1 In accordance with legislative requirements, Staff seeks approval annually for a Temporary Borrowing By-law. The 2022 report ([Report 2021-F23](#)) was presented on December 14, 2021.

### **3. Temporary Borrowing By-law**

- 3.1 Each year, Regional Council is requested to grant authority to the Regional Chair and the Treasurer to borrow, on a temporary basis, funds that may be required to meet current expenditures and liabilities of the Region prior to the receipt of the Regional property taxes and other revenues. These borrowings may be in the form of external and/or internal sources including interfund transactions.
- 3.2 The legal authority for these borrowings is pursuant to Section 407 of the *Municipal Act, 2001* and allows municipalities to borrow amounts between January 1st and September 30th not to exceed 50% of total estimated annual revenues and to borrow amounts between October 1st and December 31st not to exceed 25% of total estimated annual revenues.
- 3.3 Based on the level of 2022 planned expenditures, the upper borrowing limit as dictated by the Province would be no more than \$1.25 billion. Notwithstanding the Provincial limit, a review of potential Regional financial requirements for 2023 indicates that a maximum limit of \$500 million, consistent with the 2022 limit, should be adequate for all purposes including internal interfund loans.
- 3.4 Historically, it has not been necessary for the Chair and the Treasurer to exercise this authority.

### **4. Relationship to Strategic Plan**

- 4.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
  - a. Goal 5.1 Service Excellence – Optimize Resources and Partnerships to Deliver Exceptional Quality Services and Value – by responsibly managing the Region's financial assets to deliver critical infrastructure and services for current and future generations.

### **5. Conclusion**

- 5.1 The temporary borrowing authority is a legal requirement permitting the internal lending and borrowing of funds and provides the Region with contingency borrowing capacity in the event of unknown circumstances related to the collection of the Region's revenues.
- 5.2 The proposed 2023 limit of \$500 million remains at the level approved for 2022.



Respectfully submitted,

Original Signed By

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Nancy Taylor, BBA, CPA, CA  
Commissioner of Finance

Recommended for Presentation to Committee

Original Signed By

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Elaine C. Baxter-Trahair  
Chief Administrative Officer



# The Regional Municipality of Durham Report

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To: Finance and Administration Committee  
From: Commissioner of Finance  
Report: #2022-F-21  
Date: December 13, 2022

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**Subject:**

2023 Interim Regional Property Tax Levy

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**Recommendation:**

That the Finance and Administration Committee recommends to Regional Council:

- A) That a 2023 interim regional property tax levy be imposed on the lower-tier municipalities for all property tax classes;
  - B) That the amount due from each lower-tier municipality is estimated to be equivalent to 50% of their respective share of the regional property taxes collected in 2022;
  - C) That the 2023 interim regional property tax levy be paid by the lower-tier municipalities seven days subsequent to the instalment due dates established by each lower-tier municipality for the collection of their respective interim municipal property taxes;
  - D) That the Regional Clerk be requested to advise the lower-tier municipalities of the imposition of the 2023 interim regional property tax levy for all property tax classes; and,
  - E) That approval be granted for the requisite by-law.
- 

**Report:**

**1. Purpose**

- 1.1 The purpose of this report is to seek authorization for the 2023 interim regional property tax levy in advance of the approval of the 2023 Business Plans and Budgets.

## **2. Previous Reports and Decisions**

- 2.1 In accordance with legislative requirements, Staff seeks approval annually for an interim regional property tax levy in advance of the approval of the current year Business Plans and Budget. The 2022 report ([Report 2021-F-33](#)) was presented on December 14, 2021.

## **3. Background**

- 3.1 Section 316 (1) of the *Municipal Act, 2001* as amended provides that an upper-tier municipality may requisition, prior to the adoption of the final budget, from each lower-tier municipality, an amount not exceeding 50% of the prior year's final requisition adjusted for deferrals, cancellations or other relief.
- 3.2 A by-law adopted by an upper-tier municipality may require that sums requisitioned as an interim levy are to be remitted to the upper-tier municipality on specific dates.

## **4. Payments by the Lower-Tier Municipalities**

- 4.1 Attachment #1 provides an estimate of the 2023 interim regional property tax levy by each lower-tier municipality payable to the Region, based on 50% of the regional property taxes requisitioned in 2022.
- 4.2 In order that the lower-tier municipalities do not experience cash shortages, it is recommended that the interim amounts owing to the Region for 2023 be due seven days subsequent to the due dates for payment of property taxes by individual property owners as established by each lower-tier municipality.

## **5. Relationship to Strategic Plan**

- 5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:
- a. Goal 5.1 Service Excellence – to provide exceptional value to Durham taxpayers through responsive, effective and financially sustainable service delivery.

## **6. Conclusion**

- 6.1 The 2023 interim regional property tax levy is consistent with 2022 and is in line with the best practices of other regional jurisdictions.

## **7. Attachments**

- 7.1 Attachment #1: Estimate of 2023 Regional Interim Property Tax Levies

Respectfully submitted,

Original Signed By \_\_\_\_\_

Nancy Taylor, BBA, CPA, CA  
Commissioner of Finance

Recommended for Presentation to Committee

Original Signed By \_\_\_\_\_

Elaine C. Baxter-Trahair  
Chief Administrative Officer

## Schedule 1

### The Regional Municipality of Durham Estimate of 2023 Regional Interim Property Tax Levies (\$,000's)

	Oshawa	Pickering	Ajax	Clarington	Whitby	Brock	Scugog	Uxbridge	Total
First (1st) Installment	39,333	33,276	33,865	24,745	41,001	3,185	6,806	7,837	190,048
Second (2nd) Installment	39,333	33,276	33,865	24,745	41,001	3,185	6,806	7,837	190,048
<b>Total of Installments</b>	<b>78,666</b>	<b>66,552</b>	<b>67,730</b>	<b>49,490</b>	<b>82,002</b>	<b>6,370</b>	<b>13,612</b>	<b>15,674</b>	<b>380,096</b>

**Note:**

- (1) Includes General, Transit and Solid Waste Management Purposes.
- (2) Excludes 2022 Supplemental or Omitted Billings and 2022 Municipal Property Assessment Corporation (MPAC) Requests for Reconsiderations decisions and Assessment Review Board (ARB) decisions.

If this information is required in an accessible format, please contact 1-800-372-1102, ext. 2304



## The Regional Municipality of Durham Report

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To:	Finance and Administration Committee
From:	Commissioner of Finance
Report:	#2022-F-22
Date:	December 13, 2022

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**Subject:**

2023 Business Plans and Budget and Nine-Year Capital Forecast for the Consolidated Water Supply and Sanitary Sewerage Systems

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**Recommendations:**

That the Finance and Administration Committee recommends to Regional Council:

- A) That the 2023 Business Plans and Budget for the Water Supply System, with a total gross expenditure of \$222.66 million (net user rate supported expenditure of \$122.82 million) and related financing as set out below, be approved:

	2022	2023	Variance
	Gross Budget	Gross Budget	Incr/(Decr)
	(\$ 000's)	(\$ 000's)	(\$ 000's)
<b><u>EXPENDITURES</u></b>			
Operations:			
Watermain Cleaning and Repairs	3,545	3,481	(64)
Valves and Hydrants	3,255	3,129	(126)
Water Connections	4,725	4,405	(320)
Water Meter Repair and Testing	594	590	(4)
Depot Operations	6,220	7,181	961
Water Supply Plants - Plants East	3,332	3,498	166
Water Supply Plants - Plants Central	14,601	15,492	891
Water Supply Plants - Plants North	3,011	3,316	305
Sun Valley Co-Operative Water System	30	30	-
Engineering and Staff Support	8,293	8,804	511
Facilities Management	8,184	8,535	351
Administration	342	370	28
Headquarters Shared Costs	1,153	1,203	50
Utility Finance	3,552	3,620	68
Share of Regional Corporate Costs	13,043	13,495	452
Subtotal Operations	73,880	77,149	3,269
Capital/Debt Charges:			
TCA Capital	6,812	23,320	16,508
Construction of Municipal Services	120,104	120,878	774
Debt Charges	1,312	1,312	-
Subtotal Capital/Debt Charges	128,228	145,510	17,282
<b>TOTAL EXPENDITURES</b>	<b>202,108</b>	<b>222,659</b>	<b>20,551</b>
<b><u>FINANCING</u></b>			
Contributions from Reserve Funds:			
Residential Development Charges - Growth Related Capital	63,793	68,205	4,412
Commercial Development Charges - Growth Related Capital	2,420	2,462	42
Industrial Development Charges - Growth Related Capital	1,607	-	(1,607)
Industrial Development Charges - Debt Charges	415	415	-
Institutional Development Charges - Debt Charges	22	22	-
Water Rate Stabilization Reserve Fund	5,882	3,644	(2,238)
Asset Management Reserve Fund	5,623	5,763	140
Servicing of Employment Lands	683	-	(683)
Equipment Replacement Reserve	63	40	(23)
Fees and Service Charges	3,240	3,521	281
Financing From Others:			
Federal Grant	67	-	(67)
Debt Proceeds:			
Depot Rationalization - Ajax Depot Expansion	-	1,667	1,667
Depot Rationalization - New Oshawa/Whitby Depot	-	12,667	12,667
Depot Rationalization - New Sunderland Depot	-	1,333	1,333
<b>Financing From Non-User Revenue Sources</b>	<b>83,815</b>	<b>99,739</b>	<b>15,924</b>
<b>User Revenues Financing (includes \$102 in 2023 frontage charges)</b>	<b>118,293</b>	<b>122,920</b>	<b>4,627</b>
<b>TOTAL FINANCING</b>	<b>202,108</b>	<b>222,659</b>	<b>20,551</b>

B) That the Nine-Year Capital Forecast for 2024 to 2032 inclusive, in the amount of \$1.77 billion, including project debenture financing of \$441.98 million, as detailed in the Water Supply System Capital Budget, be received for information;

- C) That the 2023 Business Plans and Budgets for the Sanitary Sewerage System with a total gross expenditure of \$285.48 million (net user rate supported expenditure of \$123.44 million) and related financing as set out below, be approved:

	2022 Gross Budget (\$ 000's)	2023 Gross Budget (\$ 000's)	Variance Incr/(Decr) (\$ 000's)
<b><u>EXPENDITURES</u></b>			
Operations:			
Cleaning, Repairs and Maintenance Holes	2,188	2,208	20
Sewer Connections	3,567	3,388	(179)
Depot Operations	3,492	3,612	120
WPCPs and Pumping Stations	25,240	26,393	1,153
Duffin Creek WPCP	38,399	46,580	8,181
Regional Environmental Laboratory	3,213	3,053	(160)
Engineering and Staff Support	8,076	8,439	363
Facilities Management	9,516	10,243	727
Administration	345	373	28
Headquarters Shared Costs	1,153	1,203	50
Utility Finance	3,552	3,620	68
Share of Regional Corporate Costs	16,436	16,767	331
Subtotal Operations	115,177	125,879	10,702
Capital/Debt Charges:			
Duffin Creek WPCP - TCA Capital	3,044	2,007	(1,037)
Regional Environmental Lab - TCA Capital	1,057	703	(354)
TCA Capital	4,804	18,484	13,680
Construction of Municipal Services	138,660	126,309	(12,351)
Debt Charges	13,028	12,094	(934)
Subtotal Capital/Debt Charges	160,593	159,597	(996)
<b>TOTAL EXPENDITURES</b>	<b>275,770</b>	<b>285,476</b>	<b>9,706</b>
<b><u>FINANCING</u></b>			
Contributions from Reserve Funds:			
Residential Development Charges - Growth Related Capital	25,703	36,203	10,500
Residential Development Charges - Debt Charges	7,836	7,758	(78)
Commercial Development Charges - Growth Related Capital	2,341	2,609	268
Commercial Development Charges - Debt Charges	820	815	(5)
Industrial Development Charges - Growth Related Capital	192	1,874	1,682
Industrial Development Charges - Debt Charges	532	509	(23)
Institutional Development Charges - Debt Charges	8	7	(1)
Sanitary Sewer Rate Stabilization Reserve Fund	9,826	442	(9,384)
Asset Management Reserve Fund	9,275	11,107	1,832
Servicing of Employment Lands	509	-	(509)
Equipment Replacement Reserve	44	40	(4)
Regional Environmental Lab Equipment Replacement Reserve	750	475	(275)
Fees and Service Charges	7,044	7,639	595
Financing From Others:			
Federal Grant	27	-	(27)
Region of York - TCA	2,505	1,692	(813)
Region of York - Construction of Municipal Services	60,883	38,999	(21,884)
Region of York - Operating	29,488	35,821	6,333
Region of York - Environmental Lab Operations	456	349	(107)
Debenture Proceeds:			
Depot Rationalization - Ajax Depot Expansion	-	1,667	1,667
Depot Rationalization - New Oshawa/Whitby Depot	-	12,667	12,667
Depot Rationalization - New Sunderland Depot	-	1,333	1,333
<b>Financing From Non-User Revenue Sources</b>	<b>158,239</b>	<b>162,006</b>	<b>(11,900)</b>
<b>User Revenues Financing (includes \$27 in 2023 frontage charges)</b>	<b>117,531</b>	<b>123,470</b>	<b>5,939</b>
<b>TOTAL FINANCING</b>	<b>275,770</b>	<b>285,476</b>	<b>9,706</b>

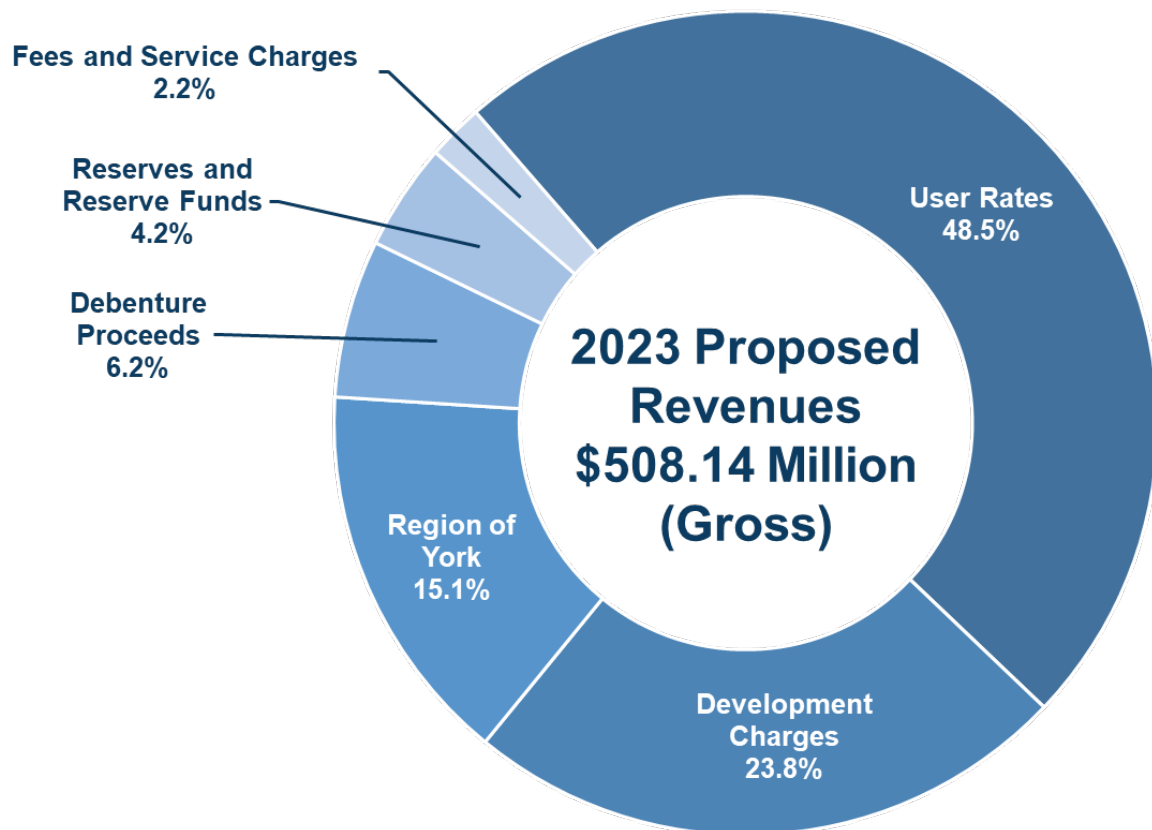


- D) That the Nine-Year Capital Forecast for 2024 to 2032 inclusive, in the amount of \$2.26 billion, including project debenture financing of \$460.72 million, as detailed in the Sanitary Sewerage System Capital Budget, be received for information;
  - E) That capital project approval be granted for expenditures and financing for the 2023 capital projects detailed in the 2023 Capital Project Appendices within the 2023 Consolidated Water Supply and Sanitary Sewerage Systems Business Plans and Budget, where contract awards are compliant with the Region's Budget Management Policy; and
  - F) That the necessary By-laws with respect to the 2023 Business Plans and Budget for the Consolidated Water Supply and Sanitary Sewerage Systems be presented to Regional Council.
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**Report:****1. Overview of Recommended 2023 Water Supply and Sanitary Sewerage Systems Business Plans and Budget**

- 1.1 The gross 2023 Consolidated Water Supply and Sanitary Sewerage Systems Business Plans and Budget at \$508.14 million (\$222.66 million Water Supply and \$285.48 million Sanitary Sewerage) is included for approval and for recommendation to Regional Council on December 21, 2022. The recommended budget requires a total of \$246.26 million in user rate revenue (\$122.82 million Water Supply and \$123.44 million Sanitary Sewerage), consistent with the proposed water and sewer user rate increase of 4.3 per cent overall (3.6 per cent for Water Supply and 5.0 per cent for Sanitary Sewerage).
- 1.2 The 2023 Water Supply and Sanitary Sewerage Systems Business Plans and Budget, with a proposed overall user rate increase of 4.3 per cent, provides for several base budget pressures and non-discretionary items. These investments are required for the continued operation of the water supply and sanitary sewerage systems in compliance with regulatory performance requirements. Strategic investments are proposed to advance new infrastructure and operations in response to growth pressures; address critical renewal and replacement of capital infrastructure maintaining water and sewer assets in a state of good repair in alignment with asset management best practices; and to realize the achievement of the Region's climate change mitigation and adaptation targets.

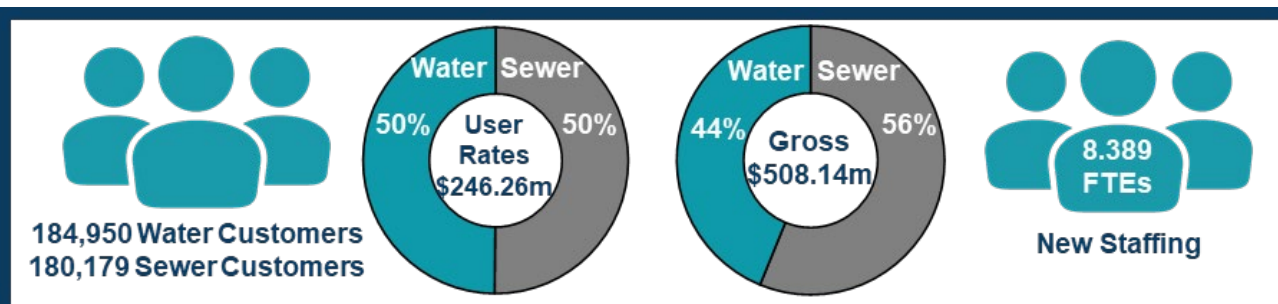
- 1.3 The following pie chart provides greater detail on the financing of the \$508.14 million 2023 Consolidated Water Supply and Sanitary Sewerage Systems Budget.



- 1.4 The 2023 Consolidated Water Supply and Sanitary Sewerage Systems Business Plans and Budget, as recommended in this report, reflect the financial parameters of the proposed user rate increase (Report #2022-F-23).

## 2. Highlights of the 2023 Water Supply and Sanitary Sewerage Systems Business Plans and Budget

### Water Supply and Sanitary Sewerage Systems



#### Services:

##### Water Supply System

- Maintain and operate the Region's linear water distribution system in an efficient and cost-effective manner for the Region's approximately 184,950 customers.
- Maintain all systems to meet regulations to ensure safe drinking water supply is delivered to customers.
- Plan, design, construct and operate water supply infrastructure.

##### Sanitary Sewerage System

- Maintain and operate the Region's Sewage Collection Systems to ensure safe and efficient treatment of effluent for the Region's approximately 180,179 customers.
- Maintain all systems to meet regulations to ensure the protection of the water environment.
- Plan, design, construct and operate sanitary sewerage infrastructure.

##### Utility Finance

- Set-up, maintain and issue over 750,000 billings for customer accounts related to water and sanitary sewerage. Receive, deposit and record approximately 790,000 water and sanitary sewer payments.
- Provide customer service to water and sanitary sewer customers, including responding to over 90,000 telephone inquiries and 40,000 emails annually.
- Obtain water meter readings associated with residential and non-residential customer accounts, as well as investigating and assisting customers to identify water consumption problems.

#### 2022 Accomplishments:

Regional water supply and sanitary sewerage systems continue to provide safe drinking water and protect the water environment. Quality and environmental management systems support and integrate operations to meet regulatory performance requirements.

## 2022 Accomplishments:

- No Boil Water Advisory days.
- 99.8 per cent compliance of drinking water test results.
- No unplanned sanitary sewage by-pass events.
- 100 per cent compliance of wastewater effluent results to protect the water environment.
- Advanced the multi-year modernization of water supply and sanitary sewerage operational data with a focus on municipal well systems and wastewater solids management.
- Implemented the enterprise maintenance management system (EMMS). Plant and maintenance operations are now utilizing this comprehensive work management system to manage activities, capture life cycle cost data and provide real time maintenance information.
- Initiated a three-year project to retrofit existing water meters with radio frequency remote reading devices (RF) to eliminate manual meter readings. This is a significant enhancement from a customer service perspective and has been much anticipated as the follow-up step to the MyDurhamWater project.
- Expanded monthly billing for the largest industrial, commercial and institutional water supply and sanitary sewerage customers to better understand customer requirements and support long-term planning.
- Expanded customer enrollments in MyDurhamWater to 42,000 (approximately 22 per cent of total customers), with 16,740 customers choosing the paperless e-billing option.

Over the course of 2022, 23 water supply and sanitary sewerage capital projects were advanced. The following list highlights the detailed design and construction of some of the major projects which commenced in 2022:

- Twinning of the Liverpool Road forcemain, Pickering – construction has commenced with a completion target of August 2023.
- Whitby Water Supply Plant industrial raw water pumping station, outfall works and chlorination lines replacement, Whitby – commence work order to be issued in December 2022 with a completion target of October 2024.
- Courtice Trunk Sanitary Sewer and Watermain on Baseline Road from Courtice Road to Trulls Road and Trulls Road from Baseline Road to Bloor Street, Clarington (the project includes the reconstruction of Baseline Road from Courtice Road to Trulls Road) – construction has commenced with a completion target of December 2023.
- Watermain and sanitary sewer replacement on Balsam Street from Old Simcoe Road to Rosa Street, Scugog Township – construction to commence Spring 2023 with a completion target of July 2023.
- Cannington Water Supply System, new well and pumphouse with standby power, Brock Township – construction has commenced with a completion target of November 2023.

## Operating and Staffing:

- The proposed 2023 Operating Business Plans and Budget for Water Supply and Sanitary Sewerage Systems is \$203.0 million (\$77.1 million Water Supply; \$125.9 million Sanitary Sewerage).
- The following is a summary of the operating priorities and pressures:
  - Annualization of 16.520 FTE positions approved in 2022.
  - Annualization of the annual licensing, consulting and cloud hosting fees for Maximo, the Region's maintenance management system and preliminary consulting work to position the Region to migrate to Maximo Application Suite before 2025.
  - Significant inflationary increases including chemicals (\$5.8 million - 66.3 per cent increase) and electricity and natural gas (\$3.0 million – 16.7 per cent increase) – a portion of this increase is recovered from the Region of York for their share of the Duffin Creek Water Pollution Control Plant operating costs.
  - Enhancements to the Region's utility locate program to ensure compliance with the *Ontario Underground Infrastructure Notification System Act, 2012*.
  - Ongoing investment in the modernization of the Region's Business Planning and Budget process, including system modernization.
  - Continued enhancements to water billing software to support meter reading activities.
- A total of 8.389 new full-time equivalent positions (FTE) are proposed at a 2023 cost of \$0.6 million, or \$1.1 million annualized, for the Water Supply and Sanitary Sewerage Systems share. A portion of these costs are allocated at varying levels to capital projects. The details on these proposed positions are located in the Detailed Consolidated 2023 Business Plans and Budget for Water Supply and Sanitary Sewerage Systems available on-line through the link provided on the December 13, 2022 Finance and Administration Committee agenda. The following provides a high-level summary of the proposed new positions:
  - Emergency Management Coordinator (0.500 FTE) – to support emergency management programs and initiatives corporately and departmentally as a dedicated liaison with Durham Emergency Management (this position is shared with Works General Tax and Waste Management).
  - Inspector 3 Capital Construction (0.642 FTE) – to support the projects in the Construction Division and reduce reliance on consulting services and temporary staff (this position is shared with Works General Tax).
  - Supervisor Maintenance Operations (1.000 FTE) – to monitor, develop, schedule and manage the various positions pertaining to the development of the Region's centralized utility locate program.
  - Supervisor Facilities Design, Construction and Asset Management (0.657 FTE) – to support the increase in program delivery for depots, sewage treatment plants and water pumping stations, and major capital projects supporting corporate priorities (this position is shared with Works General Tax and Waste Management).

### Operating and Staffing:

- Junior Project Engineer Environmental Services Design (2.000 FTEs) – to support the vertical group in the delivery of capital projects.
- Works Technician 2 Environmental Services Design (1.000 FTE) – to provide Computer Assisted Design (CAD) support to the vertical and linear project teams.
- Works Technician 5 Environmental Services Design (1.000 FTE) – to support the vertical group in the delivery of capital projects.
- Business Analyst (0.590 FTE) – to provide business support for the Enterprise Maintenance Management System (this position is shared with Works General Tax).
- Senior Accounting Clerk (1.000 FTE) – to provide additional support for customer high billing investigations.

### Risks and Uncertainties:

Areas of risk that could impact the operating and capital budgets include:

- Increasing cost of operations due to unprecedented inflation on materials and supplies critical for service provision and capital project delivery.
- Ongoing supply chain and labour challenges.
- Changes in local market demands for engineering and construction services potentially impacting industry capacity for infrastructure projects.
- Increasing legislative requirements from provincial and federal approval agencies.
- Revenue/Funding pressures (e.g., provincial/federal infrastructure programs which require matching Regional investment).
- Debt carrying costs as a result of the current volatile debt markets and impacts of federal monetary policies.
- Growth across the Region, including development of several new communities in Seaton, West Whitby, North Oshawa, Bowmanville and Newcastle Village, that will increase the demand for services to support residents and businesses as well as the operational and maintenance requirements for Regional infrastructure.
- Ensuring sufficient staff resources to deliver a growing capital program to avoid impacts to delivery schedules of projects or delays in response times for reactive maintenance activities.
- Impact of climate change on water and sanitary sewer systems infrastructure investment levels. Changing and unpredictable weather patterns impacting treatment operations as well as preventative and reactive maintenance activities for the regional water supply and sanitary sewerage linear infrastructure network.

## Future Pressures:

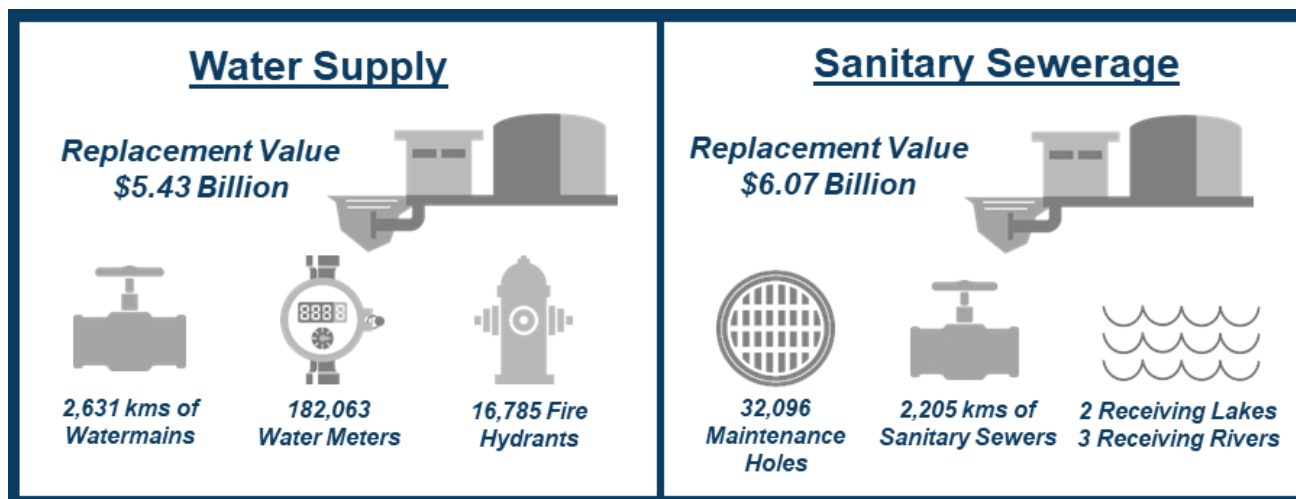
- Annualization of new positions proposed in the 2023 Water Supply and Sanitary Sewerage Systems Business Plans and Budgets will result in a \$0.57 million pressure (\$0.33 million Water Supply and \$0.24 million Sanitary Sewerage) in the 2024 Business Plans and Budget.
- Annual debt servicing costs totaling \$3.0 million (\$1.5 million Water Supply and \$1.5 million Sanitary Sewerage) in the 2024 Business Plans and Budget for the debt financing proposed in the 2023 Water Supply and Sanitary Sewerage Systems Business Plans and Budget.
- Infrastructure requirements to address Regional growth.
- Ongoing asset management and infrastructure maintenance requirements.
- Operating costs related to major facility and system expansions.
- Implementation of the recommendations from the Integrated Resource Recovery Studies for the Region's Water Pollution Control Plants.
- Continued review of district heating and cooling opportunities using sanitary sewerage infrastructure.
- Maintenance and replacement of building elements such as roofing, envelope, HVAC systems, windows etc., with enhancements to reduce energy consumption and carbon emissions.
- Bill 23 – Supporting Growth and Housing in York and Durham Regions Act, 2022 suddenly received Royal Assent on November 28, 2022, in the Provincial Legislature. This legislation will have a significant impact on the Region's capital forecast and associated financing. Staff will be working to assess the financial impacts on future Regional budgets through the update to the Region's Development Charges Background Study and specific Bill 23 impact reports in early 2023. A thorough review of the proposed legislation details is not available in time for this report. Impacts will be accommodated beginning in the 2024 Business Plans and Budget. The following are the impacts that staff have identified to date:
  - This legislation will impact the amount of development charges available to fund new and expanded infrastructure to service growth. Without development charges this infrastructure will need to be funded from user rates.
  - The provincial direction to develop 1.5 million homes in an expedited manner and allowing the development of Greenbelt lands with restricted timelines will be another development pressure competing for Regional infrastructure funds.
  - Schedule 10 within Bill 23 provides the provincial direction for the wastewater servicing for the Upper York Sewage Solution which includes the Lake Ontario option of conveying wastewater south to the York Durham Sewage System. A detailed review of the proposed servicing option will need to be conducted in consultation with the Region of York to determine infrastructure planning impacts.



## Future Pressures:

- Financial impact of works needed to comply with Provincial and Federal Regulatory requirements associated with the Region's water supply and water pollution control plants (i.e., the *Clean Water Act*, and the *Lake Simcoe Protection Act*). The following are legislative and regulatory changes and reviews that staff continue to monitor closely due to their potential impacts on water supply and sanitary sewerage services:
  - Perfluoroalkyl (PFAS) substances are an emerging regulatory concern in Canada and the United States of America. The sources of PFAS substances can originate from fire-fighting foams, consumer products, packaging, landfills and industrial processes. The regulatory requirements for drinking water are developing. There is currently considerable variation in the guideline magnitudes among regulatory agencies due in part to the limited data available on the substances.
  - Innovation, Science and Economic Development Canada (ISED) has proposed changes to the radio frequencies that the Region currently uses for SCADA communications. If the proposed adjustments are made, modifications to the Region's Wide Area Network base to a new frequency will be required, resulting in significant changes to equipment at Regional facilities.

### 3. 2023 Capital Budget and 2024 – 2032 Capital Forecast and Financing Plan



- 3.1 The 2023 and Nine-Year Water Supply and Sanitary Sewerage Systems Capital Forecast (2023 – 2032) is approximately \$4.3 billion (approximately \$1.9 billion for Water Supply and \$2.4 billion for Sanitary Sewerage) as outlined in Table One.



**Table One**  
**Water Supply and Sanitary Sewerage Systems**  
**Total Capital Forecast and Preliminary Financing Plan**

Water Supply System(\$,000's)	Proposed 2023	2024	2025	Forecast 2026	2027	2028-2032	Total 2024-2032
<b>Capital Expenditures</b>							
Linear Infrastructure	64,491	134,883	74,439	84,315	59,235	233,521	586,393
Buildings & Structures	67,294	72,540	224,197	242,814	243,667	257,035	1,040,253
Machinery & Equipment	6,898	12,501	10,599	7,105	8,771	39,524	78,500
Information Technology Infrastructure	208	10,136	3,375	5,914	516	1,362	21,303
Vehicles	1,285	549	28	153	96	337	1,163
Furniture and Fixtures	10	208	18	12	11	24	273
Allowances & Other Provisions	3,997	4,832	4,450	4,536	6,442	26,241	46,501
<b>Capital Expenditures Subtotal</b>	<b>144,183</b>	<b>235,649</b>	<b>317,106</b>	<b>344,849</b>	<b>318,738</b>	<b>558,044</b>	<b>1,774,386</b>
<b>Capital Financing</b>							
Development Charges	70,667	92,347	99,608	50,669	58,973	113,851	415,448
Reserve Fund - Asset Management	5,764	13,507	6,155	6,206	6,362	34,913	67,143
Reserve Fund - Water Rate Stabilization	3,644	12,459	20,002	70,727	29,025	16,396	148,609
Reserve Fund - Servicing of Employment Lands	-	2,450	1,408	-	-	-	3,858
Reserve - Equipment Replacement	40	40	-	-	40	120	200
Developer Contributions	-	7,000	314	-	81,826	-	89,140
Debentures - DC Funded	-	23,652	56,019	156,739	32,570	25,054	294,034
Debentures - User Rate Funded	15,666	11,667	73,272	-	45,705	17,300	147,944
User Rate	48,402	72,527	60,328	60,508	64,237	350,410	608,010
<b>Capital Financing Subtotal</b>	<b>144,183</b>	<b>235,649</b>	<b>317,106</b>	<b>344,849</b>	<b>318,738</b>	<b>558,044</b>	<b>1,774,386</b>

Sanitary Sewerage System (\$,000's)	Proposed 2023	2024	2025	Forecast 2026	2027	2028-2032	Total 2024-2032
<b>Capital Expenditures</b>							
Linear Infrastructure	46,615	189,710	52,978	135,408	82,729	414,584	875,409
Buildings & Structures	32,325	77,110	199,213	46,429	42,965	502,641	868,358
Machinery & Equipment	61,829	70,076	43,577	61,263	80,977	213,243	469,136
Information Technology Infrastructure	989	458	1,808	1,856	491	1,765	6,378
Vehicles	435	549	28	153	96	337	1,163
Furniture and Fixtures	10	202	11	12	11	24	260
Allowances & Other Provisions	5,315	5,865	4,415	4,765	4,665	23,075	42,785
<b>Capital Expenditures Subtotal</b>	<b>147,518</b>	<b>343,970</b>	<b>302,030</b>	<b>249,886</b>	<b>211,934</b>	<b>1,155,669</b>	<b>2,263,489</b>
<b>Capital Financing</b>							
Development Charges	40,686	84,625	57,716	48,117	59,777	115,863	366,098
Reserve Fund - Asset Management	11,107	21,352	11,108	15,238	10,494	56,539	114,731
Reserve Fund - Environmental Lab	475	575	125	400	325	915	2,340
Reserve Fund - Sewer Rate Stabilization	442	86,151	36,989	13,100	18,340	55,284	209,864
Reserve Fund - Servicing of Employment Lands	-	1,653	-	580	1,066	-	3,299
Reserve - Equipment Replacement	40	40	-	-	40	120	200
Recovery from York	40,691	51,670	27,882	54,980	58,199	404,296	597,027
Debentures - DC Funded	-	38,893	52,177	69,297	12,000	106,140	278,507
Debentures - User Rate Funded	15,667	11,667	69,000	-	-	101,550	182,217
User Rate	38,410	47,344	47,033	48,174	51,693	314,962	509,206
<b>Capital Financing Subtotal</b>	<b>147,518</b>	<b>343,970</b>	<b>302,030</b>	<b>249,886</b>	<b>211,934</b>	<b>1,155,669</b>	<b>2,263,489</b>

#### **4. Proposed 2023 Water Supply and Sanitary Sewerage Capital Budget and Financing**

##### 2023 Water Supply and Sanitary Sewerage Capital Budgets

4.1 The proposed 2023 Water Supply (\$144.2 million) and Sanitary Sewerage (\$147.5 million) Capital Budgets:

- a) Invest in new infrastructure to address anticipated growth at anticipated growth levels prior to Royal Assent of Bill 23 which adds additional growth as well as greenbelt growth that will require infrastructure planning;
- b) Reflect advancement of Council's strategic investments in water supply and sanitary sewer infrastructure to pre-service designated employment lands;
- c) Address infrastructure rehabilitation, renewal and replacement requirements based on the approved asset management strategy;
- d) Ensure regulatory compliance;
- e) Invest in infrastructure that incorporate climate change mitigation and adaptation; and,
- f) Allow all capital projects ready for construction to proceed.

4.2 More specifically, the proposed 2023 Water Supply and Sanitary Sewerage Capital Budgets provide for:

- a) Planning, detailed design and construction of 5.3 kilometres of linear pipe and four vertical facilities as identified within the Asset Management Plan;
- b) Planning, detailed design and construction of 15.1 kilometres of linear pipe in co-ordination with Regional and Area Municipal road programs and 3.7 kilometres of independent watermain projects;
- c) Planning, detailed design and construction of several Water Supply facilities and Sanitary Sewerage vertical assets including the expansion of the Whitby Water Supply Plant, Lake Simcoe and Duffin Creek Water Pollution Control Plant and Liberty Street Zone 1 Reservoir and pumping station;
- d) Phased 3 and 4 regulatory works to be tendered, related to the Technical Standards and Safety Authority (TSSA) fuel tank replacement/upgrades;
- e) Integrated security capital project to replace the security control panels and programming at all Regional facilities to meet the new facility standard;
- f) Planning, detailed design and property acquisition for depot expansion and modernization projects as recommended by the Depot Rationalization study;
- g) Additional financing for the energy retrofit and modernization of 101 Consumers Drive, Whitby, to optimize space, reduce greenhouse gas emissions and provide energy efficient lighting; and
- h) Year two of a three-year project to retrofit existing water meters with radio frequency remote reading devices (RF) to minimize manual meter readings. The total estimated cost of this initiative over the three-year period (2022 to 2024) is \$10.0 million and is proposed to be funded from the Water Rate Stabilization Reserve Fund.

- 4.3 A full listing of the proposed 2023 capital projects and associated financing are included in the proposed 2023 Consolidated Water Supply and Sanitary Sewerage Business Plans and Budget.

Addressing Asset Management Renewal Needs and Climate Considerations

- 4.4 Based on the most recent asset management data, there are approximately \$23.8 million of water linear assets in very poor condition, and \$34.6 million in poor condition. The proposed 2023 Water Supply Capital Budget includes \$22.0 million in linear betterments and replacements (watermains, valves, connections) to address those assets in various conditions with differing risk profiles and based on the ability to achieve access as part of Regional Road, Area Municipal Road, and Ministry of Transportation Ontario (MTO) projects. In addition, there is also \$3.2 million included for other linear replacements such as water meters and hydrants.
- 4.5 For Water Supply buildings and plant equipment (vertical assets), there is approximately \$2.2 million included in the proposed 2023 Water Supply Capital Budget to address asset management needs.
- 4.6 Based on the most recent asset management data, there is approximately \$26.8 million in sanitary sewerage linear assets that are in very poor condition and \$59.0 million in poor condition. The proposed 2023 Sanitary Sewerage Capital Budget includes \$9.8 million to address the priority sewer linear assets.

Proposed 2023 Water Supply and Sanitary Sewerage Capital Financing

- 4.7 The proposed 2023 water supply and sanitary sewerage capital financing is achievable and relies on:
- a) The proposed overall user rate increase of 4.3 per cent;
  - b) The use of \$111.4 million in upfront Residential, Commercial and Industrial Development Charges required to support the 2023 Water Supply and Sanitary Sewerage Capital Programs. This is an increase of \$15.3 million (15.9 per cent) from the approved 2022 budget;
  - c) The use of \$5.8 million in Water Asset Management Reserve Fund financing and \$11.1 million in Sanitary Sewerage Asset Management Reserve Fund financing which represents an increase of \$2.0 million (13.2 per cent) from the approved 2022 budget;
  - d) The use of \$3.6 million in Water Rate Stabilization Reserve Funds and \$0.4 million in Sewer Rate Stabilization Reserve Funds. While the 2023 proposed draws are less than the 2022 approved draws, significant funding totaling \$358.5 million is required from these reserves over the forecast period (\$148.6 million Water Supply; \$209.9 million Sanitary Sewerage), particularly in 2024; and,
  - e) Debenture financing of \$31.3 million for facility projects, including the Ajax Depot expansion (\$3.3 million), the new Oshawa/Whitby Depot (\$25.3 million), and the new Sunderland Depot (\$2.7 million).

## 5. Capital Forecast and Preliminary Financing Plan

- 5.1 The Water Supply and Sanitary Sewerage Capital Forecast program (2024-2032) is based on servicing forecasted growth, addressing ongoing renewal, replacement and repair needs of existing infrastructure aligned with the Region's asset management strategy, and ensuring continued compliance with regulatory requirements.
- 5.2 There are a number of development areas being planned and implemented within each municipality. The proposed Water Supply and Sanitary Sewerage Capital Budget and Forecast identifies the required servicing infrastructure for the designated urban areas. Regional staff continue to monitor the use of major water supply and sanitary sewage infrastructure to plan major infrastructure expansions, system capacity and reliability to service growth. It is important to note that the provincial direction to develop 1.5 million homes in an expedited manner and allowing the development of Greenbelt lands with restricted timeliness will impact the Region's 2024 – 2032 Water Supply and Sanitary Sewerage Capital Forecast. Over the coming months, Regional staff will be analyzing the impact on the capital forecast for inclusion in the 2024 Business Plans and Budget.
- 5.3 The 2024-2032 capital program also includes major building expansions for both the water supply system and the sanitary sewage system including:

### Water Supply System

- a) Zone 1 feedermain on Bayly Street from Toy Avenue to Pickering Beach Road, Pickering/Ajax
- b) Zone 1 feedermain from Whitby Water Supply Plant to Thornton Road, Whitby/Oshawa
- c) Zone 4 feedermain from Thickson Road Zone 4 water pumping station to Zone 4 Reservoir, Whitby
- d) Zone 4 feedermain on Columbus Road from Thickson Road to Ritson Road, Whitby/Oshawa
- e) Zone 3 feedermain on Conlin Road from Garrard Road to Ritson Road, Oshawa/Whitby
- f) Zone 4 feedermain from proposed Zone 4 Water Pumping Station at Harmony Reservoir to Proposed Winchester Zone 4 Reservoir, Oshawa
- g) Zone 1 feedermain on Lambs Road from Highway 2 (King Street) to Zone 1 Liberty Street Reservoir, Bowmanville
- h) Proposed Whitby Zone 4 Storage Facility, Whitby
- i) Taunton Road Zone 2 Reservoir Expansion, Oshawa
- j) Taunton Road Zone 3 Water Pumping Station Expansion, Oshawa
- k) Proposed Oshawa Zone 4 Water Storage Facility, Oshawa
- l) Scugog Water Supply System – Alternative Water Supply Source, Scugog
- m) Expansion of the Ajax Water Supply Plant, Ajax
- n) Expansion of the Whitby Water Supply Plant, Whitby

- o) Bowmanville Water Supply Plant Expansion, Clarington
- p) Beaverton Water Supply Plant Expansion, Brock

#### Sanitary Sewerage System

- a) Durham York Primary Trunk Sanitary Sewer System – Condition Assessment and Rehabilitation requirements, Pickering
- b) Durham York Sewage System – Primary Trunk Sanitary Sewer Twinning, Pickering
- c) Courtice Trunk Sanitary Sewer (Phases 4 through 6), Clarington
- d) Baseline Road Trunk Sanitary Sewer from Simpson Avenue to Bennett Road, Clarington
- e) Port Darlington Road Trunk Sanitary Sewer from Baseline Road to existing easement, Clarington
- f) Brooklin Sanitary Diversion Strategy, Whitby
- g) Harmony Creek Sanitary Sewage Pumping Station expansion and forcemain twinning, Oshawa
- h) Expansion of Corbett Creek Water Pollution Control Plant, Whitby
- i) Expansion of the Conlin Road Sanitary Sewage Pumping Station and twinning of the forcemain, Oshawa
- j) Expansion of the Courtice Water Pollution Control Plant, Oshawa
- k) Expansion of the Lake Simcoe Water Pollution Control Plant, Brock

5.4 Aligned with the Region's asset management strategy, staff analyze asset data to inform the annual business plans and budgets on infrastructure lifecycle costing requirements. This is crucial to ensure sound and timely investments are made to maintain the Region's approved levels of service to stakeholders, through properly maintained assets at optimized lifecycle costs.

5.5 A robust long-term preliminary financing plan was developed for the nine-year water supply and sanitary sewerage capital forecast that uses:

- a) Current growth projections to forecast future Development Charge receipts and revenues available to finance the growth-related capital projects in the forecast program. It should be noted that the changes to the *Development Charge Act* from Bill 23 will impact the amount of Development Charges available to fund new and expanded infrastructure to service growth. Over the coming months, Regional staff will be analyzing the impact on Development Charge revenue. Development Charge revenue shortfalls will need to be funded from user rates, debt, and/or reserve and reserve funds. Before the impacts of Bill 23, the Region was projecting a total of \$1.1 billion in Development Charge shortfalls from 2023 to 2032 (\$0.5 billion Water Supply; \$0.6 billion Sanitary Sewerage) – these shortfalls are anticipated to grow with the provincial changes in Bill 23;

- b) Reserve funds (e.g., Water and Sewer Rate Stabilization, Asset Management, and the Servicing of Employment Lands Reserve Funds) to finance major capital projects and those projects required for asset management reasons without unduly placing pressure on user rate payers, potentially reducing the need for debt and saving the Region debt interest financing costs;
- c) Debt, where feasible, for large plant expansions that are projected to have user rate and development charge shortfalls;
- d) Gradual and smooth annual increases in user rate revenues that are financially sustainable and affordable; and
- e) Financial planning policies as approved in the Region's Long-Term Financing Planning Framework.

5.6 The resultant long-term preliminary financing plan (sources and timing of funding) is summarized in Table One above.

#### Opportunities to Use Reserve Funds

5.7 As shown in Table One, there are years where expenditures are significant due to large plant expansion projects and rehabilitation projects. In accordance with the Long-Term Financial Planning Framework, the preliminary financing plan incorporates the sustainable use of the Water Rate Stabilization Reserve Fund, Sewer Rate Stabilization Reserve Fund and Asset Management Reserve Funds for these large projects. Application of funding from these reserve funds and consideration of future debenture financing will allow these projects to proceed when required.

5.8 The following provides a summary of the proposed use of reserve fund financing and Development Charges for 2023 and the 2024 to 2032 forecast period based on the 2023 to 2032 capital forecast and financing strategy.

#### a) Development Charges - Water

- Proposed 2023 – Capital Program - \$70.7 million
- Proposed 2023 – Debt Servicing Costs - \$0.4 million
- 2024 to 2032 Capital Forecast – Capital Program - \$415.4 million
- 2024 to 2032 Capital Forecast – Debt Servicing Costs - \$279.9 million

#### b) Development Charges - Sewer

- Proposed 2023 – Capital Program - \$40.7 million
- Proposed 2023 – Debt Servicing Costs - \$9.1 million
- 2024 to 2032 Capital Forecast – Capital Program - \$366.1 million
- 2024 to 2032 Capital Forecast – Debt Servicing Costs - \$200.9 million

- c) Water Asset Management Reserve Fund
    - Proposed 2023 – Capital Program - \$5.8 million
    - 2024 to 2032 Capital Forecast – Capital Program - \$67.1 million
  - d) Sewer Asset Management Reserve Fund
    - Proposed 2023 – Capital Program - \$11.1 million
    - 2024 to 2032 Capital Forecast – Capital Program - \$114.7 million
  - e) Water Servicing of Employment Lands
    - 2024 to 2032 Capital Forecast – Capital Program - \$3.9 million
  - f) Sewer Servicing of Employment Lands
    - 2024 to 2032 Capital Forecast – Capital Program - \$3.3 million
  - g) Water Rate Stabilization Reserve Fund
    - Proposed 2023 – Capital Program - \$3.6 million
    - 2024 to 2032 Capital Forecast – Capital Program - \$148.6 million
  - h) Sewer Rate Stabilization Reserve Fund
    - Proposed 2023 – Capital Program - \$0.4 million
    - 2024 to 2032 Capital Forecast – Capital Program - \$209.9 million
- 5.9 The use of these reserve funds will be considered on an annual basis as part of the Region's long-term financial planning process with recommended draws presented to Regional Council through the annual Water Supply and Sanitary Sewerage Capital Budgets. This capital forecast projects significant usage of reserve funds over the ten-year planning horizon. Of particular note, current balances of the Water Rate Stabilization Reserve Fund and the Sewer Rate Stabilization Reserve fund will be essentially fully utilized and significant Development Charges utilization will occur to accommodate the forecasted growth.
- 5.10 As mentioned previously, the 2024 to 2032 capital forecast will be updated as part of the 2024 Business Planning and Budget process to incorporate the impacts of Bill 23. It is anticipated that the use of reserve and reserve funds and Development Charges will change as a result of Bill 23 receiving Royal Assent.

#### Potential Debt Financing Requirements and Considerations

- 5.11 Achieving the forecasted capital program and smoothing out the pressures on the user rate revenues as best as possible will also require the issuance of debt financing for large capital projects where there is an anticipated shortfall in the Residential and Commercial Development Charge receipts as well as a user rate shortfall.

5.12 The 2023 capital budget and 2024 to 2032 capital forecast, outlined in Table One, identifies the potential to issue approximately \$934.0 million in debenture financing (\$457.6 million for Water Supply and \$476.4 million for Sanitary Sewerage). Table Two details the debt servicing costs and associated financing based on the current outstanding debt and the projected new debt contemplated in the 2023 capital budget and 2024 to 2032 capital forecast.

**Table Two**  
**Consolidated Water Supply and Sanitary Sewerage – Debt Servicing Costs**

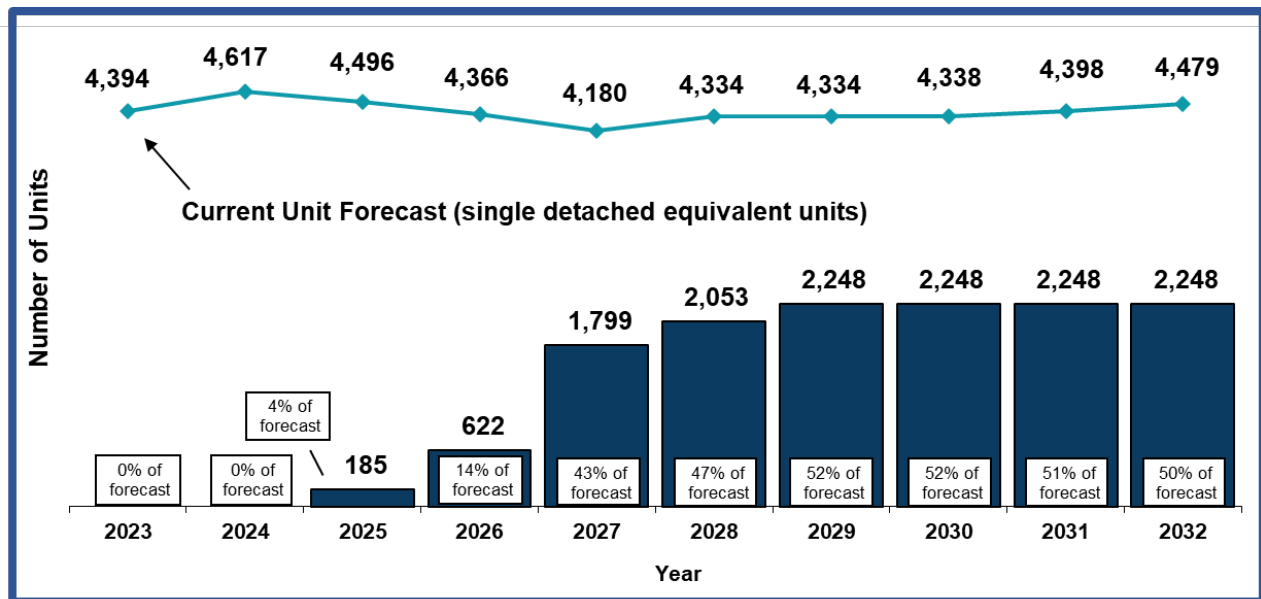
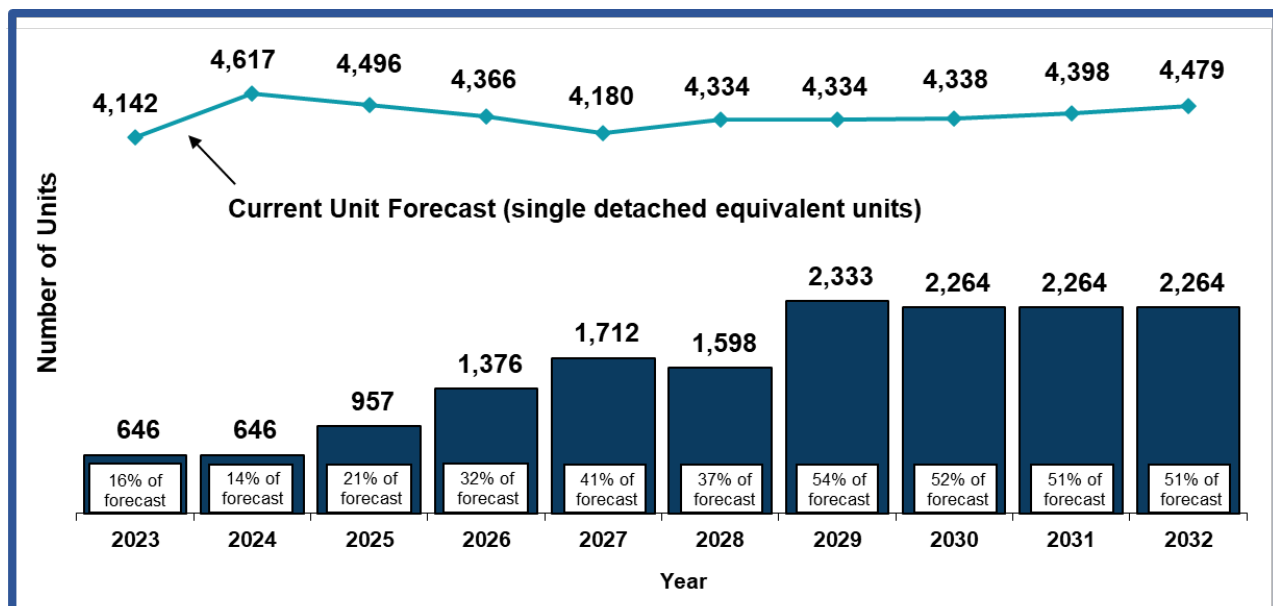
<b>Water Supply System (\$,000's)</b>	<b>Proposed 2023</b>	<b>2024</b>	<b>2025</b>	<b>Forecast 2026</b>	<b>2027</b>	<b>2028-2032</b>	<b>Total 2024-2032</b>
<b>Capital Expenditures</b>							
Existing Debenture Payments	1,312	1,313	1,312	1,313	1,312	6,562	11,812
Future Debenture Payments		1,509	4,912	19,368	32,469	216,370	274,628
<b>Capital Expenditures Subtotal</b>	<b>1,312</b>	<b>2,822</b>	<b>6,224</b>	<b>20,681</b>	<b>33,781</b>	<b>222,932</b>	<b>286,440</b>
<b>Capital Financing</b>							
Development Charges	437	438	2,716	10,113	23,213	141,409	177,889
User Revenue	875	2,384	3,508	10,568	10,568	81,523	108,551
<b>Capital Financing Subtotal</b>	<b>1,312</b>	<b>2,822</b>	<b>6,224</b>	<b>20,681</b>	<b>33,781</b>	<b>222,932</b>	<b>286,440</b>

<b>Sanitary Sewerage System (\$,000's)</b>	<b>Proposed 2023</b>	<b>2024</b>	<b>2025</b>	<b>Forecast 2026</b>	<b>2027</b>	<b>2028-2032</b>	<b>Total 2024-2032</b>
<b>Capital Expenditures</b>							
Existing Debenture Payments	12,094	11,440	11,254	11,252	7,746	17,424	59,116
Future Debenture Payments		1,509	6,380	18,055	24,731	199,691	250,366
<b>Capital Expenditures Subtotal</b>	<b>12,094</b>	<b>12,949</b>	<b>17,634</b>	<b>29,307</b>	<b>32,477</b>	<b>217,115</b>	<b>309,482</b>
<b>Capital Financing</b>							
Development Charges	9,089	9,143	12,704	18,188	21,376	139,538	200,949
User Revenue	3,005	3,806	4,930	11,119	11,101	77,577	108,533
<b>Capital Financing Subtotal</b>	<b>12,094</b>	<b>12,949</b>	<b>17,634</b>	<b>29,307</b>	<b>32,477</b>	<b>217,115</b>	<b>309,482</b>

5.13 With the proposed issuance of debenture financing for the residential and commercial Development Charges shares of the major projects over the forecast, future debt servicing commitments will be funded from future residential and commercial Development Charges. The following graphs provide the number of residential units required to fund future debt servicing costs as compared to the current ten-year residential units planning forecast. It is estimated that the future residential Development Charge debt requirements could require up to 52 per cent of future water residential Development Charge receipts and up to 54 per cent of future sanitary sewerage residential Development Charge receipts. With the passing of Bill 23, Development Charge receipts are projected to decline resulting in a greater percentage of residential units being committed to fund future debt servicing costs.



**Table Three – Water Supply System****Table Four – Sanitary Sewerage System**

5.14 The risk to the Region with proceeding with large expansion projects that require debenture financing is that future development charge receipts are committed to pay future ongoing debt servicing costs. For example, if the Region experiences a significant housing market downturn, and receives less development charge receipts and revenues than forecasted, then there could be reduced Development Charge funding available for future expansion projects as a significant share of Development Charge receipts will be required to fund ongoing debt servicing costs. This is particularly concerning in light of Bill 23.

### User Rate Pressures

5.15 The pressures on future user rates over the forecast period as highlighted in the preliminary financing plan are the result of:

- a) Future replacement/rehabilitation needs as identified in the annual asset management report; and,
- b) Significant growth-related capital projects that are required (i.e., plant expansions) where there is a potential development charge revenue shortfall that is projected to be funded by user rates.

5.16 Ongoing review of the capital forecast program, the timing of projects and use of financing strategies, including the use of reserve funds, debenture financing, pressures on user rate revenues and the impacts of Bill 23 will be conducted as part of Region's annual business planning and budget process. Refinements will be based on rate of growth and new developments (impacting both growth related capital requirements and available Development Charge receipts and revenues), evolving asset management needs to balance capital needs with availability of reserve funds, other financing strategies and affordable user rate increases.

## **6. Climate Change**

6.1 The Region's water supply and sanitary sewerage programs are significant components of the Region's corporate climate change initiatives. The Region's water supply and sanitary sewerage capital and operating programs include mitigation and adaptation measures and strategies to address the Region's climate change initiatives.

6.2 The ongoing capital projects being completed to address the asset management needs of the Region also serve to address climate change initiatives (i.e., reduce greenhouse gas emissions and increase the Region's adaptive capacity and resiliency to changes in climate). The following provides a list of capital works that will address climate change initiatives:

- a) Replacement of deficient sanitary sewers to reduce infiltration of groundwater into the sanitary sewer collection system to mitigate flooding, inflow and infiltration;
- b) Upgrades to plants and pumping stations which include electrical upgrades and standby power to operate systems during communications and electrical power failures;
- c) Enhanced erosion protection at creek crossings to protect watermains and sanitary sewer systems;
- d) Continue to advance sustainability as a core element in the design and construction of Regional infrastructure using best practices and innovations developed through in-house research and partnerships with academia;
- e) Energy conservation measures are incorporated into asset management and financial planning processes;

- f) Investigation on recapturing of gases/steam generated from processing activities at the Region's WPCPs to heat plants which reduces greenhouse gas emissions (e.g., Biogas utilization at the Courtice, Corbett Creek and Duffin Creek WPCPs);
- g) Implementation of the recommendations from the Integrated Resource Recovery Studies for Water Pollution Control Plants;
- h) Continued review of district heating and cooling opportunities using sanitary sewerage infrastructure;
- i) Depot expansion and modernization initiatives, including the construction of new depots to replace the existing Oshawa/Whitby and Sunderland depots; and
- j) Energy retrofit and modernization of 101 Consumers Drive, Whitby to optimize space, reduce greenhouse gas emissions and provide energy efficient lighting.

## 7. Line-by-line Review

- 7.1 As part of the development of the proposed consolidated 2023 Water Supply and Sanitary Sewerage Systems Business Plans and Budget, line-by-line reviews of historical actuals to identify 2023 base budget reductions that do not impact levels of service were completed.
- 7.2 The following base budget savings have been identified and are reflected in the proposed 2023 Consolidated Water Supply and Sanitary Sewerage Systems Business Plans and Budget.

Division	Water Supply	Sanitary Sewerage	Total
Works	\$598,000	\$520,000	\$1,118,000
Utility Finance	\$181,000	\$181,000	\$362,000
Corporate Items	\$9,000	\$10,000	\$19,000
<b>Total</b>	<b>\$788,000</b>	<b>\$711,000</b>	<b>\$1,499,000</b>

## 8. Relationship to Strategic Plan

- 8.1 This report aligns with/addresses the following strategic goal and priorities in the Durham Region Strategic Plan.
- a) Goal 5 Service Excellence – to provide exceptional value to Durham taxpayers through responsive, effective and fiscally sustainable services delivery. By responsibly managing the Region's financial assets, the proposed 2023 Consolidated Water Supply and Sanitary Sewerage Systems Business Plans and Budget looks to optimize resources to deliver critical infrastructure and servicing for current and future generations.

**9. Conclusion**

- 9.1 The 2023 Consolidated Water Supply and Sanitary Sewerage Systems Business Plans and Budget totaling \$508.14 million, require a total of \$246.26 million in user rate revenue (\$122.82 million Water Supply and \$123.44 million Sanitary Sewerage) and can be provided within the overall water supply and sanitary sewerage user rate increase of 4.3 per cent (3.6 per cent Water Supply and 5.0 per cent Sanitary Sewerage) as recommended in Report #2022-F-23. This proposed rate increase results in an annual increase of \$45.92 for an average residential customer. It is critical to note that these two reports are intrinsically linked as any material changes to projects or activities requiring user rate financing will have an impact on the user rates proposed in Report 2022-F-23.
- 9.2 Accordingly, the 2023 Business Plans and Budget for the Water Supply and Sanitary Sewerage Systems are recommended for approval.

**10. Attachments**

- 10.1 Detailed Consolidated 2023 Business Plans & Budgets for the Water Supply and Sanitary Sewerage Systems.

Respectfully submitted,

Original Signed By

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Nancy Taylor, BBA, CPA, CA  
Commissioner of Finance

Recommended for Presentation to Committee

Original Signed By

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Elaine Baxter-Trahair  
Chief Administrative Officer



**Durham  
Budget**

**2023**

**2023 BUSINESS PLANS  
AND BUDGETS**

# **CONSOLIDATED WATER SUPPLY AND SANITARY SEWERAGE**

Works Department – Water Supply and Sanitary Sewerage

Utility Finance

Corporate Items

Presented to Finance and Administration Committee on December 13, 2022



## **Table of Contents** Works Department - Water Supply and Sanitary Sewerage

Major Programs and Services

Strategic Priorities

Key Targets for 2023

Financial Details:      Summary by Account  
                                 Summary by Program  
                                 Summary of Capital

Details of Budget Changes

Staffing Details

Looking Forward

Appendix A:              2023 Water Supply System Capital Projects  
Appendix B:              2023 – 2032 Water Supply System Capital Forecast  
Appendix C:              2023 Sanitary Sewerage System Capital Projects  
Appendix D:              2023 - 2032 Sanitary Sewerage System Capital Forecast

## Table of Contents Utility Finance

Major Programs and Services

Strategic Priorities

Key Targets for 2023

Financial Details:      Summary by Account  
                                 Summary by Program  
                                 Summary of Capital

Details of Budget Changes

Staffing Details

Looking Forward

Appendix A:              2023 Utility Finance Capital Projects

Appendix B:              2023 – 2032 Utility Finance Capital Forecast

## Table of Contents Corporate Items

Major Programs and Services

Strategic Priorities

Key Targets for 2023

Financial Details:     Summary by Account  
                              Summary by Program

Details of Budget Changes

Looking Forward

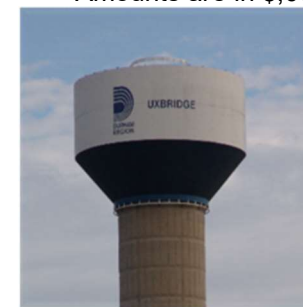
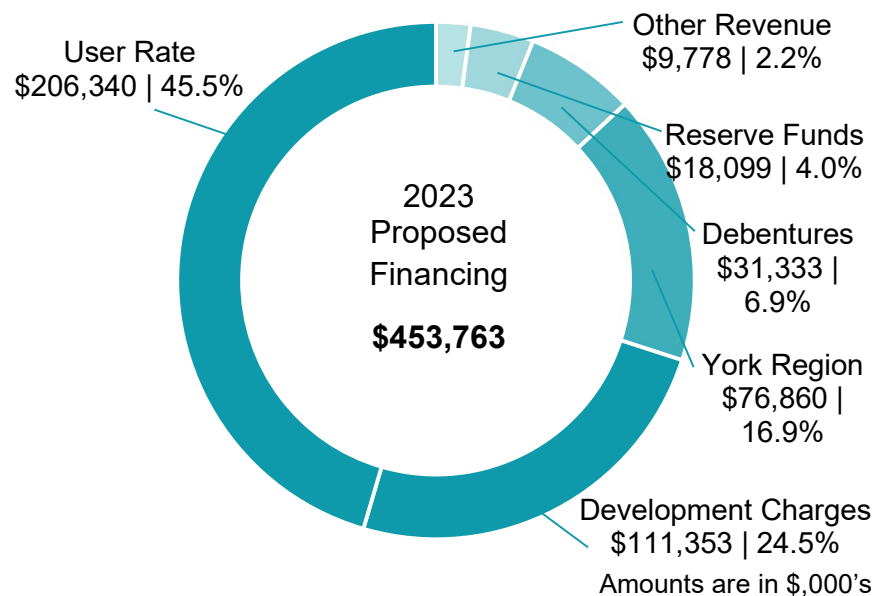
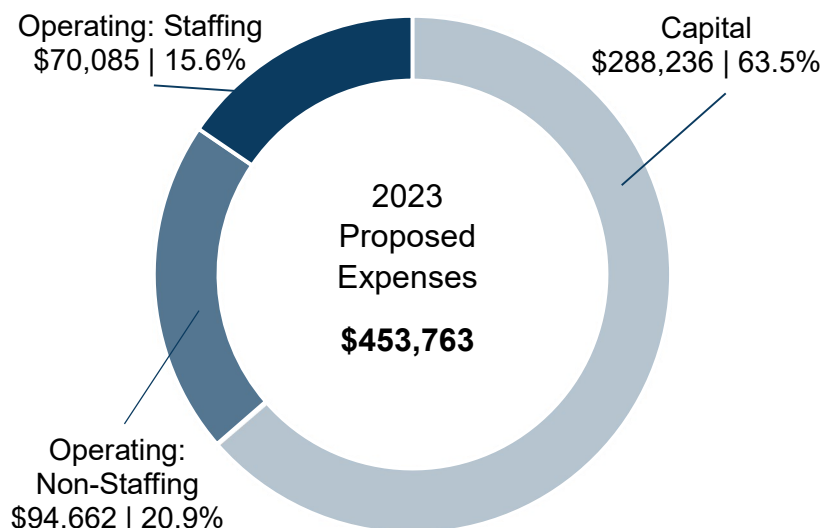




# WORKS DEPARTMENT

## WATER SUPPLY & SANITARY SEWERAGE SYSTEM

Plans, designs, constructs, operates, and maintains Regional infrastructure related to the supply of drinking water and the protection of the water environment through the collection and treatment of sanitary sewage.



## Table of Contents

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Strategic Priorities

Key Targets for 2023

Financial Details:      Summary by Account  
                                 Summary by Program  
                                 Summary of Capital

Details of Budget Changes

Staffing Details

Looking Forward

Appendix A:              2023 Water Supply System Capital Projects  
Appendix B:              2023 – 2032 Water Supply System Capital Forecast  
Appendix C:              2023 Sanitary Sewerage System Capital Projects  
Appendix D:              2023 - 2032 Sanitary Sewerage System Capital Forecast

## Major Programs and Services

### Water Supply System

#### Watermain Cleaning and Repairs

Maintain and operate the Region's water distribution system by flushing watermain, cleaning through foam swabbing, repairing breaks, administering leak detection surveys, and preventing corrosion of infrastructure through cathodic protection.

#### Valves and Hydrants

Maintain the Region's water valves and hydrants ensuring all are in good working condition.

#### Water Connections

Maintain the Region's water connection inventory to provide potable water for domestic use and fire protection.

#### Water Meter Repairs and Testing

Maintain the Region's water meter inventory to accurately measure the consumption of water by replacing meters based on age. Other work includes the calibration, testing, repair, and replacement of large meters as required.

#### Depot Operations

Support the delivery of water infrastructure maintenance activities including watermain repairs, valve and hydrant operations and water meter repair, calibration, and replacement.

#### Water Supply Plants – Plants East

Serve Bowmanville, Newcastle, Orono and Blackstock (comprised of two surface water plants, six storage facilities, three municipal groundwater wells and three water pumping stations) by providing potable water which meets all quality requirements prescribed by the Ministry of the Environment, Conservation and Parks' (MECP) legislation and regulations, accomplished through continuous monitoring of water quality and flows.

#### Water Supply Plants – Plants Central

Serve Pickering, Ajax, Whitby, Oshawa and Courtice (Clarington) (comprised of three surface water plants, 13 water pumping stations and 11 storage facilities) by providing safe, potable water which meets all quality requirements prescribed by the MECP's legislation and regulations, accomplished through continuous monitoring of water quality and flows.

#### Water Supply Plants – Plants North

Serve the Townships of Brock, Scugog and Uxbridge (comprised of one surface water plant, 20 municipal groundwater wells, seven storage facilities and one water pumping station) by providing safe, potable water which meets all quality requirements prescribed by the MECP's legislation and regulations, accomplished through continuous monitoring of water quality and flows.

## Major Programs and Services *Continued*

### **Sun Valley Co-Operative Water System**

A private water system operated by the Region on behalf of the Sun Valley Co-Operative comprised of 17 properties in the City of Oshawa to supply safe, potable water which meets all quality requirements prescribed by MECP's legislation and regulations accomplished through continuous monitoring of water quality and flows.

### **SCADA Systems**

The centralized SCADA (Supervisory Control and Data Acquisition) Systems Group based at the Oshawa Water Supply Plant monitors, gathers and processes real time data to control plant processes, directly interacting with sensors, valves, pumps, and motors while logging events for regulatory reporting requirements.

### **Engineering and Staff Support**

Support the delivery of capital projects and initiatives through planning, design and construction activities, including advancing the servicing of key Regional employment lands, providing real estate services for infrastructure projects including well head protection land acquisitions, maintaining linear infrastructure data within GIS systems, coordinating development applications with impacts to Regional services, providing technical support including water conservation programming, energy management guidance, oversight to the Region's Source Water Protection programs and supplying financial and administrative support services to all divisions within the Works Department.

### **Facilities Management**

Provide overall lifecycle management of all Regional facilities. Services include the design and construction of Regional facilities, delivery of major repair and renovation projects, lifecycle maintenance and replacement strategies, delivering corporate security services, and the ongoing and preventative maintenance and overall operation of Regional facilities, properties, and grounds.

### **Administration**

Provide the overall strategic planning and direction to all programs within the Works Department.

### **Headquarters Shared Costs – Works - Water Supply System Portion**

The allocated share of costs attributable to the Works Department – Water Supply System for the operation of Regional Headquarters facility.

### **Construction of Municipal Services**

Plan, design, and construction of the water supply system major capital program.

## Major Programs and Services *Continued*

### **Sanitary Sewerage System**

#### **Cleaning, Repairs and Maintenance Holes**

Maintain and operate the Region's sanitary sewerage collection system efficiently and effectively, undertaking spot repairs of damaged sanitary sewers, and scheduled cleaning of sanitary sewers and syphons.

#### **Sewer Connections**

Maintain the Region's sanitary sewer connection inventory efficiently and effectively, safeguarding the public and environment from any public health hazards and ensuring continuity of service.

#### **Depot Operations**

Support the delivery of sanitary sewerage infrastructure maintenance activities which include the maintenance, cleaning and repairs of sanitary sewers, maintenance holes and sewer connections.

#### **Water Pollution Control Plants and Pumping Stations**

The water pollution control plants and sanitary sewerage pumping stations treat and convey sanitary sewerage, ensuring it meets the discharge requirements prescribed by the MECP. The system is comprised of 11 treatment plants and 51 pumping stations spread across the Region.

#### **Duffin Creek Water Pollution Control Plant**

Operation of the plant, co-owned by the Regions of Durham and York, to treat sanitary sewage, ensuring it meets the discharge requirements prescribed by the MECP. The Duffin Creek Water Pollution Control Plant is one the largest water pollution control plants in Ontario.

#### **Regional Environmental Laboratory**

Operation of a certified laboratory, co-owned by the Regions of Durham and York, which provides testing services for water and wastewater monitoring for the Regions of Durham and York, local municipalities, and private clients. Services are provided in accordance with the MECP License and laboratory accreditation for drinking water and wastewater requirements.

#### **Engineering and Staff Support**

Support the delivery of capital projects and initiatives through planning, design and construction activities, including advancing the servicing of key Regional employment lands, providing real estate services for infrastructure projects including well head protection land acquisitions, maintaining linear infrastructure data within GIS systems, coordinating development applications with impacts to Regional services, providing technical support including water conservation programming, energy management guidance, oversight to the Region's Source Water Protection programs and supplying financial and administrative support services to all divisions within the Works Department.

## Major Programs and Services *Continued*

### **Facilities Management**

Provide overall lifecycle management of all Regional facilities. Services include the design and construction of Regional facilities, delivery of major repair and renovation projects, lifecycle maintenance and replacement strategies, delivering corporate security services, and the ongoing and preventative maintenance and overall operation of Regional facilities, properties, and grounds.

### **Administration**

The overall strategic planning and direction to all programs within the Works Department.

### **Headquarters Shared Costs – Works - Sanitary Sewerage System Portion**

The allocated share of costs attributable to Works Department – Sanitary Sewerage System for the operation of Regional Headquarters for the operation of Regional Headquarters facility.

### **Construction of Municipal Services**

Plan, design, and construction of the sanitary sewerage system major capital program.

# Strategic Priorities

For 2023 some of the key priorities and planned actions focus on:

## Environmental Sustainability



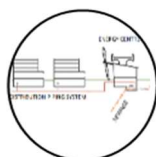
Accelerate the adoption of green technologies and clean energy solutions through strategic partnerships and investment with internal and external partners and academic institutions. In 2023, work towards the implementation of an Energy Data Management Platform will continue, providing consolidated energy data for analysis and project planning.



Protect, preserve, and restore the natural environment including greenspaces, waterways, parks, trails, and farmlands by planning and implementing critical sanitary sewerage infrastructure identified through asset management planning.



Demonstrate leadership in sustainability and climate change action by mitigating the environmental impacts of projects and incorporating strategies in the construction and rehabilitation of Regional infrastructure and facilities by incorporating climate-friendly strategies.



Continued progress on a comprehensive water and wastewater GHG emissions management strategy including an assessment of the overall heat recovery potential from the Region's wastewater system. This study will inform on areas of the system which may yield the greatest degree of energy exchange potential, both for private sector participants wishing to utilize wastewater energy to displace traditional fossil fuel energy requirements for their respective developments, as well as for potential Regional opportunities.

## Community Vitality



Review and expand system capacity to facilitate balanced growth to provide an adequate mix of attainable housing for residents at all ages and stages of life. Through revitalized infrastructure, the Region will ensure traditional neighbourhoods remain great places to live and work, and build complete communities that are walkable, well-connected, and adequately served by nearby amenities.



Revitalize existing neighbourhoods and build complete communities that are walkable, well-connected, and have a mix of attainable housing through monitoring and assessing excess capacity available in existing sanitary sewer and water distribution systems.



## Strategic Priorities *Continued*

### Economic Prosperity



Streamlining review and payment processes; planning for growth; and positioning Durham Region as the location of choice for business by servicing strategic employment lands. Detailed design work overseen by the Region is ongoing for 3 projects identified in Report #2020-COW-23 - Regional Pre-servicing of Designated Employment Areas. Class EA work commenced for 2 projects in 2022, and 3 projects are being led by developers and are at various stages of design.



Provide a supportive environment for agriculture and agri-food industries by maintaining beneficial re-use of treated municipal wastewater solids (biosolids) on agricultural lands; and working collaboratively with industry to promote growth while maintaining a sewer-use program. In 2022, the Region and Durham College partnered to create a temporary urban farm on a future water supply infrastructure site. Construction of the farm will be completed in 2023 and cultivation will begin on site.

### Service Excellence



Optimize resources and partnerships to deliver exceptional quality services and value by continuing a “customer first” focus. To expedite ON1Call locate requests, additional resources are being proposed in the 2023 budget to address the demands for service resulting from increasing development activity across the Region.



Collaborate for a seamless service experience by seeking new partnerships with local municipalities. As part of the water meter renewal program, radio frequency remote meter reading technology is being installed to minimize manual meter readings.



Demonstrate commitment to continuous quality improvement and transparency through public engagement on all major public works initiatives in real time. Consultation for the Environmental Assessment to expand the sanitary sewerage capacity in Cannington will wrap up in 2023, with the commencement of detailed design to follow.



## Strategic Priorities *Continued*



Drive innovation through the continued evolution of the Region's Enterprise Maintenance Management System to increase efficiency in maintenance operations while collecting accurate and timely life cycle costs for analysis and planning; ongoing modernization of the review and approval of development engineering submissions through the PlanIT platform to expedite application reviews while ensuring requirements are met; and ongoing data management modernization and automation within the water supply and water pollution control plants to streamline reporting and increase operational efficiency.



Implement the recommendations of the Depot Modernization and Rationalization Study. The study's purpose was to assess the current depot network and recommend the most effective and efficient means of operation and site utilization strategies in response to the immediate, medium, and long-term needs of the Works Depots to meet growth across the Region. The implementation work will commence with the expansion of the Ajax Depot at its current location, and the relocation of the Oshawa/Whitby Depot, and will include energy efficient, low carbon measures while modernizing the function and layout of this critical infrastructure.

## Key Targets for 2023

### Water Supply System


- Maintain and operate 2,669 kilometres of watermains – 1.3% system growth over 2022
- Maintain and operate 29,232 valves – 1.5% growth over 2022
- Inspect and maintain 17,288 fire hydrants – 1.5% increase over 2022 inventory
- Maintain 186,359 water supply connections – 1.1% system growth over 2022
- Treat 68,866 megalitres of water – 0.7% increase over projections for 2022

### Sanitary Sewerage System

- 2,323 kilometres of gravity, forcemains, and siphons of sanitary sewer maintained and operated – 1.2% system growth over 2022
- 182,623 sanitary sewer connections maintained – 1.1% system growth over 2022
- Treat a total of 174,543 megalitres of sanitary sewerage, a 1.2% increase from 2022, with 124,754 megalitres flowing through Duffin Creek Water Pollution Control Plant
- Analyze 60,000 samples for 200,000 tests at the Regional Environmental Laboratory - consistent with 2022 volumes


## Financial Details: Summary by Account (\$,000's)

Provides the gross expenditures and revenues - including both operating and capital - and the resulting net user rate requirement

		2022 Estimated Actuals	2022 Restated Budget	2023 Proposed Budget	Variance	
					\$	%
<b>Expenses</b>						
<b>Operating Expenses</b>						
Personnel Expenses	61,840	67,870	70,865			
Personnel Related	1,877	2,193	2,269			
Communications	1,086	1,093	1,130			
Supplies	7,622	8,041	7,699			
Utilities	20,158	20,155	23,503			
Chemicals	10,285	8,747	14,549			
Computer Maintenance & Operations	967	901	877			
Materials & Services	11,154	8,538	8,802			
Buildings & Grounds Operations	5,162	4,822	4,923			
Equipment Maintenance & Repairs	3,574	3,762	3,814			
Vehicle Operations	3,895	4,177	4,027			
Professional Services	1,841	2,240	2,197			
Contracted Services	4,252	4,274	4,773			
Leased Facilities Expenses	60	43	43			
Financial Expenses	2,901	2,887	3,133			
Property Taxes	5,263	5,341	5,415			
Minor Assets & Equipment	353	441	192			
Major Repairs & Renovations	656	788	920			
Contribution to Reserves / Reserve Funds	264	264	275			
Headquarters Shared Costs	2,306	2,306	2,406			
<b>Operating Expenses Subtotal</b>	<b>145,516</b>	<b>148,883</b>	<b>161,812</b>	<b>12,929</b>	<b>8.7%</b>	

## Financial Details: Summary by Account (\$,000's)

Provides the gross expenditures and revenues - including both operating and capital - and the resulting net user rate requirement

	2022 Estimated Actuals	2022 Restated Budget	2023 Proposed Budget	Variance	
				\$	%
<b>Internal Transfers &amp; Recoveries</b>					
NextGen Fees	46	46	45		
Communications Charge	362	362	365		
Corporate IT Charge	321	321	358		
Corporate HR Charge	160	160	160		
Works-Gen Tax Pylr Charge	-	-	-		
Works - General Administration Charge	3,138	3,138	3,261		
Recovery - Ajax WSP - Labour	(4)	(4)	(43)		
Recovery - Works - General Tax	(338)	(338)	(338)		
Recovery - Regional Environmental Lab	(93)	(93)	(93)		
Sunvalley Pylr Recovery	-	-	-		
<b>Internal Transfers &amp; Recoveries Subtotal</b>	<b>3,592</b>	<b>3,592</b>	<b>3,715</b>	<b>123</b>	<b>3.4%</b>
<b>Gross Operating Expenses</b>	<b>149,108</b>	<b>152,475</b>	<b>165,527</b>	<b>13,052</b>	<b>8.6%</b>
<b>Capital Expenses</b>					
New	3,111	3,111	33,950		
Replacement	9,184	9,184	7,098		
Major Capital	258,764	258,764	247,188		
<b>Capital Expenses Subtotal</b>	<b>271,059</b>	<b>271,059</b>	<b>288,236</b>	<b>17,177</b>	<b>6.3%</b>
<b>Total Expenses</b>	<b>420,167</b>	<b>423,534</b>	<b>453,763</b>	<b>30,229</b>	<b>7.1%</b>
<b>Revenues and Financing</b>					
<b>Operating Revenue</b>					
Fees & Service Charges	(6,810)	(6,053)	(6,875)		
Sale of Publications	(10)	(19)	(16)		
Rents	(29)	(48)	(49)		
Sundry Revenue	(1,203)	(1,274)	(1,176)		
Revenue from Municipalities	(31,734)	(31,445)	(37,825)		
Revenue from Related Entities	(6)	(6)	(6)		
<b>Operating Revenue Subtotal</b>	<b>(39,792)</b>	<b>(38,845)</b>	<b>(45,947)</b>	<b>(7,102)</b>	<b>(18.3%)</b>

## Financial Details: Summary by Account (\$,000's)

Provides the gross expenditures and revenues - including both operating and capital - and the resulting net user rate requirement

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham Budget</div></div></div><div>2023</div></div></div>		2022 Estimated Actuals	2022 Restated Budget	2023 Proposed Budget	Variance	
					\$	%
Capital Financing						
Sewer Residential DC	(25,703)	(25,703)	(36,203)			
Sewer Commercial DC	(2,341)	(2,341)	(2,609)			
Sewer Industrial DC	(192)	(192)	(1,874)			
Water Residential DC	(63,793)	(63,793)	(68,205)			
Water Commercial DC	(2,420)	(2,420)	(2,462)			
Water Industrial DC	(1,607)	(1,607)	-			
Servicing Employment Lands Water RF	(684)	(684)	-			
Servicing Employment Lands Sewer RF	(509)	(509)	-			
Sewer Asset Management RF	(9,275)	(9,275)	(11,107)			
Water Asset Management RF	(5,623)	(5,623)	(5,764)			
Recovery from York	(63,388)	(63,388)	(40,691)			
Federal Grant	(93)	(93)	-			
Recovery from Reserve Funds - Capital	(797)	(797)	(475)			
Sewer Rate Stabilization Reserve Fund	(9,826)	(9,825)	(442)			
Water Rate Stabilization Reserve Fund	(2,549)	(2,549)	(311)			
Debentures	-	-	(31,333)			
Capital Financing Subtotal	(188,800)	(188,799)	(201,476)	(12,677)	(6.7%)	
Total Revenues and Financing	(228,592)	(227,644)	(247,423)	(19,779)	(8.7%)	
User Rate Requirement						
Works Department - Water Supply System and Sanitary Sewerage System Total	191,575	195,890	206,340	10,450	5.3%	


# Financial Details: Summary by Program (\$,000's)

Provides the total operating expense, capital expense, subsidy, other revenue and the resulting user rate requirement for each major program and service

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div></div></div><div>2023</div></div> <th>2022 Estimated Actuals</th> <th colspan="5">2022 Approved Budgets</th> <th colspan="5">2023 Proposed Budgets</th> <th colspan="2">Variance</th>		2022 Estimated Actuals	2022 Approved Budgets					2023 Proposed Budgets					Variance	
		Operating Expenses	Gross Capital	Subsidy Funding	Other Funding	Approved Budget	Operating Expenses	Gross Capital	Subsidy Funding	Other Funding	Proposed Budget	\$	%	
Works Department - Water Supply System														
1	Watermain Cleaning and Repairs	3,812	3,545	-	-	-	3,545	3,481	-	-	-	3,481	(64)	
2	Valves and Hydrants	2,261	3,255	-	-	(853)	2,402	3,128	-	-	(838)	2,290	(112)	
3	Water Connections	4,228	4,725	-	-	(497)	4,228	4,405	-	-	(510)	3,895	(333)	
4	Water Meter Repairs and Testing	517	594	-	-	(133)	461	590	-	-	(136)	454	(7)	
5	Depot Operations	6,608	6,220	331	-	(136)	6,415	7,181	1,270	-	(148)	8,303	1,888	
6	Water Supply Plants - Plants East	3,338	3,332	235	-	(89)	3,478	3,498	110	-	(140)	3,468	(10)	
7	Water Supply Plants - Plants Central	14,063	14,602	435	-	(103)	14,934	15,492	580	-	(253)	15,819	885	
8	Water Supply Plants - Plants North	2,820	3,011	30	-	(30)	3,011	3,316	-	-	(30)	3,286	275	
9	Sun Valley Co-Operative Water System	-	30	-	-	(30)	-	30	-	-	(30)	-	-	
10	SCADA Systems	-	-	-	-	-	-	-	-	-	-	-	-	
11	Engineering and Staff Support	6,772	8,293	433	-	(666)	8,060	8,804	210	-	(732)	8,282	222	
12	Facilities Management	8,747	8,184	1,971	(67)	(977)	9,111	8,535	17,736	-	(15,989)	10,282	1,171	
13	Administration	319	342	-	-	-	342	370	-	-	-	370	28	
14	Headquarters Shared Cost - Works - Water Supply System Portion	1,153	1,153	-	-	-	1,153	1,203	-	-	-	1,203	50	
15	Construction of Municipal Services	44,361	-	120,104	-	(75,743)	44,361	-	120,878	-	(76,430)	44,448	87	
Works Department - Water Supply System Subtotal		98,999	57,286	123,539	(67)	(79,257)	101,501	60,033	140,784	-	(95,236)	105,581	4,080 4.0%	
Works Department - Sanitary Sewerage System														
1	Cleaning, Repairs and Maintenance Holes	2,421	2,188	-	-	-	2,188	2,208	-	-	-	2,208	20	
2	Sewer Connections	2,450	3,567	-	-	(1,011)	2,556	3,389	-	-	(1,014)	2,375	(181)	
3	Depot Operations	3,975	3,492	331	-	(29)	3,794	3,612	416	-	(34)	3,994	200	
4	WPCPs and Pumping Stations	26,625	25,240	2,196	-	(214)	27,222	26,393	308	-	(284)	26,417	(805)	
5	Duffin Creek WPCP													
	(a) Management Committee	1,007	2,836	-	-	(1,771)	1,065	2,918	-	-	(1,820)	1,098	33	
	(b) Duffin Creek Plant	5,740	30,313	2,494	-	(27,171)	5,636	38,371	570	-	(32,366)	6,575	939	
	(c) Duffin Creek Tech Support	43	231	-	-	(189)	42	234	-	-	(192)	42	-	
	(d) Duffin Creek Administration	547	3,019	-	-	(2,472)	547	3,147	-	-	(2,572)	575	28	
	(e) Duffin Creek Facility	762	2,000	550	-	(2,067)	483	1,910	1,437	-	(2,681)	666	183	
	Total Duffin Creek WPCP	8,099	38,399	3,044	-	(33,670)	7,773	46,580	2,007	-	(39,631)	8,956	1,183	


# Financial Details: Summary by Program (\$,000's)

Provides the total operating expense, capital expense, subsidy, other revenue and the resulting user rate requirement for each major program and service

<div><div>Durham Budget</div><div>2023</div></div>		2022 Estimated Actuals	2022 Approved Budgets					2023 Proposed Budgets					Variance	
			Operating Expenses	Gross Capital	Subsidy Funding	Other Funding	Approved Budget	Operating Expenses	Gross Capital	Subsidy Funding	Other Funding	Proposed Budget	\$	%
6	Regional Environmental Laboratory	760	3,213	1,057	-	(3,660)	610	3,053	703	-	(3,294)	462	(148)	
7	Engineering and Staff Support	6,096	8,076	197	-	(962)	7,311	8,440	326	-	(1,023)	7,743	432	
8	Facilities Management	9,774	9,516	2,035	(26)	(952)	10,573	10,243	17,382	-	(16,115)	11,510	937	
9	Administration	359	345	-	-	-	345	373	-	-	-	373	28	
10	Headquarters Shared Cost - Works - Sanitary Sewerage System Portion	1,153	1,153	-	-	-	1,153	1,203	-	-	-	1,203	50	
11	Construction of Municipal Services	30,864	-	138,660	-	(107,796)	30,864	-	126,310	-	(90,792)	35,518	4,654	
Works Department - Sanitary Sewerage System Subtotal		92,576	95,189	147,520	(26)	(148,294)	94,389	105,494	147,452	-	(152,187)	100,759	6,370	6.7%
User Rate Requirement														
Works Department - Water Supply System and Sanitary Sewerage System		191,575	152,475	271,059	(93)	(227,551)	195,890	165,527	288,236	-	(247,423)	206,340	10,450	5.3%

## Financial Details: Summary of Capital (\$,000's)


Provides a summary of the current year capital budget, nine-year capital forecast and proposed financing summarized by asset type. See Appendices for specific capital projects

 2023	2022 Approved Budget	2023 Proposed Budget	Forecast					Forecast Total
2024	2025	2026	2027	2028-2032				
Water Supply System								
Capital Expenditures								
Linear Infrastructure	45,468	64,491	134,883	74,439	84,315	59,235	233,521	586,393
Building & Structures	64,013	67,294	72,540	224,197	242,814	243,667	257,035	1,040,253
Machinery & Equipment	8,163	3,565	9,167	10,599	7,105	8,771	39,524	75,166
Information Technology Infrastructure	1,278	182	10,128	3,367	5,904	508	1,303	21,210
Vehicles	304	1,245	509	28	153	56	217	963
Furniture & Fixtures	88	10	208	18	12	11	24	273
Allowances & Other Provisions	4,225	3,997	4,832	4,450	4,536	6,442	26,241	46,501
Capital Expenditure Subtotal	123,539	140,784	232,267	317,098	344,839	318,690	557,865	1,770,759
Capital Financing								
Water Residential DC	63,793	68,205	80,643	86,118	38,763	42,419	88,338	336,281
Water Commercial DC	2,420	2,462	3,632	4,872	8,815	3,488	7,825	28,632
Water Industrial DC	1,607	-	8,072	8,618	3,091	13,066	17,688	50,535
Reserve Fund - Asset Management	5,623	5,764	13,507	6,155	6,206	6,362	34,913	67,143
Reserve Fund - Water Rate Stabilization	2,548	311	9,125	20,002	70,727	29,025	16,396	145,275
Equipment Replacement Reserve	33	-	-	-	-	-	-	-
Reserve Fund - Servicing of Employment Lands	684	-	2,450	1,408	-	-	-	3,858
Developer Contributions	-	-	7,000	314	-	81,826	-	89,140
Subsidy / Grant	67	-	-	-	-	-	-	-
Debentures - DC Funded	-	-	23,652	56,019	156,739	32,570	25,054	294,034
Debentures - User Rate Funded	-	15,666	11,667	73,272	-	45,705	17,300	147,944
User Rate	46,764	48,376	72,519	60,320	60,498	64,229	350,351	607,917
Capital Financing Subtotal	123,539	140,784	232,267	317,098	344,839	318,690	557,865	1,770,759
Total Capital Water Supply System	123,539	140,784	232,267	317,098	344,839	318,690	557,865	1,770,759




## Financial Details: Summary of Capital (\$,000's)

Provides a summary of the current year capital budget, nine-year capital forecast and proposed financing summarized by asset type. See Appendices for specific capital projects

	2022 Approved Budget	2023 Proposed Budget	Forecast					Forecast Total
	2024	2025	2026	2027	2028-2032			
Sanitary Sewerage System								
Capital Expenditures								
Linear Infrastructure	28,499	46,615	189,710	52,978	135,408	82,729	414,584	875,409
Building & Structures	20,715	32,325	77,110	199,213	46,429	42,965	502,641	868,358
Machinery & Equipment	91,956	61,829	70,076	43,577	61,263	80,977	213,243	469,136
Information Technology Infrastructure	3,008	963	450	1,800	1,846	483	1,706	6,285
Vehicles	379	395	509	28	153	56	217	963
Furniture & Fixtures	88	10	202	11	12	11	24	260
Allowances and Other Provisions	2,875	5,315	5,865	4,415	4,765	4,665	23,075	42,785
Capital Expenditure Subtotal	147,520	147,452	343,922	302,022	249,876	211,886	1,155,490	2,263,196
Capital Financing								
Sewer Residential DC	25,703	36,203	46,450	44,240	38,173	48,023	91,901	268,787
Sewer Commercial DC	2,341	2,609	9,621	7,107	6,962	3,754	11,788	39,232
Sewer Industrial DC	192	1,874	28,554	6,369	2,982	8,000	12,174	58,079
Reserve Fund - Environmental Lab	750	475	575	125	400	325	915	2,340
Reserve Fund - Sewer Rate Stabilization	9,825	442	86,151	36,989	13,100	18,340	55,284	209,864
Reserve Fund - Servicing of Employment Lands	509	-	1,653	-	580	1,066	-	3,299
Equipment Replacement Reserve	14	-	-	-	-	-	-	-
Reserve Fund - Asset Management	9,275	11,107	21,352	11,108	15,238	10,494	56,539	114,731
Recovery From York	63,388	40,691	51,670	27,882	54,980	58,199	404,296	597,027

## Financial Details: Summary of Capital (\$,000's)

Provides a summary of the current year capital budget, nine-year capital forecast and proposed financing summarized by asset type. See Appendices for specific capital projects

 <b>Durham</b> <b>Budget</b>	2023		Forecast					
	2022 Approved Budget	2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
Subsidy / Grant	26	-	-	-	-	-	-	-
Debentures - DC Funded	-	-	38,893	52,177	69,297	12,000	106,140	278,507
Debentures - User Rate Funded	-	15,667	11,667	69,000	-	-	101,550	182,217
User Rate	35,497	38,384	47,336	47,025	48,164	51,685	314,903	509,113
<b>Capital Financing Subtotal</b>	<b>147,520</b>	<b>147,452</b>	<b>343,922</b>	<b>302,022</b>	<b>249,876</b>	<b>211,886</b>	<b>1,155,490</b>	<b>2,263,196</b>
<b>Total Capital Sanitary Sewerage System</b>	<b>147,520</b>	<b>147,452</b>	<b>343,922</b>	<b>302,022</b>	<b>249,876</b>	<b>211,886</b>	<b>1,155,490</b>	<b>2,263,196</b>
<b>Total Capital</b>								
Works Department - Water Supply System and Sanitary Sewerage System	271,059	288,236	576,189	619,120	594,715	530,576	1,713,355	4,033,955

## Details of Budget Changes

Strategic Investments: Water Supply System	2023 Impact (\$ 000's)
New positions not captured below – details of the 3.026 FTEs are provided in Staffing Details. 2024 incremental impact of \$210k	183
Expansion and modernization of Maintenance Depots to accommodate increased service demand due to population growth including land acquisition for the Sunderland Depot (\$1,333k), the Whitby/Oshawa Depot (\$12,667k) and design of the expansion to the Ajax Depot (\$1,667k). These projects are fully funded by debenture proceeds. Annual debt service costs of \$1.5 million will be required in 2024. A portion of the debt servicing costs may be eligible to be financed from development charges	-
New position (1.0 FTE), additional staffing resources (equivalent of 10 positions being allocated form Works General Tax) and overhead for locates program to ensure compliance with <i>Ontario Underground Infrastructure Notification System Act, 2012</i> (\$861k in capital). 2024 incremental impact of \$603k	1,488
Increase in stand-by and overtime pay to support response to the increased frequency of severe weather events	113
New position (0.280 FTE) and other support costs to maintain the new Enterprise Maintenance Management System (EMMS) – to allow staff to manage activities, capture life-cycle cost data and provide real-time maintenance information. 2024 incremental impact of \$36k	189
Integrated security capital project to replace the security control panels and programming at all regional facilities to meet the new facility standard	310
Additional financing for the energy retrofit and modernization (\$311k) of 101 Consumers Drive, Whitby to optimize space, reduce greenhouse gas emissions and provide energy efficient lighting. This additional financing is provided from the Water Rate Stabilization Reserve Fund	-
Net increase in the user rate funded portion of capital investment not captured above – see detailed project listing in Appendix B	441
<b>Strategic Investments: Water Supply System Subtotal</b>	<b>2,724</b>

## Details of Budget Changes *Continued*

<b>Base Adjustments:</b> Water Supply System	<b>2023 Impact</b> (\$ 000's)
Economic increases	335
Annualization of 9.001 FTEs approved in the 2022 budget	514
Various revenue adjustments to align with actuals	(274)
Inflationary increases including chemicals (\$1,064k) and utilities (\$241k)	1,333
Line-by-line review savings	(598)
Increase in Water Supply System's share of costs for the operation and maintenance of Regional Headquarters	46
<b>Base Adjustments: Water Supply System Subtotal</b>	<b>1,356</b>
<b>Net Changes: Water Supply System Subtotal</b>	<b>4,080</b>

## Details of Budget Changes *Continued*

Strategic Investments: Sanitary Sewerage System	2023 Impact (\$ 000's)
New positions not captured below – details of the 2.773 FTEs are provided in Staffing Details. 2024 annualized impact of \$195k	162
Expansion and modernization of Maintenance Depots to accommodate increased service demand due to population growth including land acquisition for the Sunderland Depot (\$1,333k), the Whitby/Oshawa Depot (\$12,667k) and design of the expansion to the Ajax Depot (\$1,667k). These projects are fully funded by debenture proceeds. Annual debt service costs of \$1.5 million will be required in 2024. A portion of the debt servicing costs may be eligible to be financed from development charges	-
New position (0.310 FTE) and other support costs to maintain the new Enterprise Maintenance Management System (EMMS) – to allow staff to manage activities, capture life-cycle cost data and provide real-time maintenance information. 2024 annualized impact of \$40k	168
Integrated security capital project to replace the security control panels and programming at all regional facilities to meet the new facility standard	336
Additional financing for the energy retrofit and modernization (\$311k) of 101 Consumers Drive, Whitby to optimize space, reduce greenhouse gas emissions and provide energy efficient lighting. This additional financing is provided by the Sewer Rate Stabilization Reserve Fund	-
Net increase in the user rate funded portion of capital investment not captured above – see detailed project listing in Appendix D	2,540
<b>Strategic Investments: Sanitary Sewerage System Subtotal</b>	<b>3,206</b>

## Details of Budget Changes *Continued*

<b>Base Adjustments:</b> Sanitary Sewerage System	<b>2023 Impact</b> (\$ 000's)
Economic increases	408
Annualization of 7.519 FTEs approved in the 2022 budget	417
Various revenue adjustments to align with actuals	(110)
Inflationary increases including chemicals (\$1,857k) and utilities (\$760k)	2,923
Line-by-line review savings	(520)
Increase in Sanitary Sewerage System's share of costs for the operation and maintenance of Regional Headquarters	46
<b>Base Adjustments: Sanitary Sewerage System Subtotal</b>	<b>3,164</b>
<b>Net Changes: Sanitary Sewerage System Subtotal</b>	<b>6,370</b>
<b>Net Changes: Works Department - Water Supply and Sanitary Sewerage System</b>	<b>10,450</b>

\*Note that impacts are net of recoveries

## Staffing Details

### Water Supply

Full Time Equivalents  
(FTE's)

2022 Approved Complement (Restated)

204.048

### Proposed New Positions

Supervisor - to monitor, develop, schedule and manage the various positions pertaining to the development of the Region's centralized Utility Locate program.	1.000
Supervisor DCAM - to support increase in project delivery for depots, sewage treatment plants and water pumping stations, and major capital projects supporting corporate priorities (Note: this position is shared with Sanitary Sewerage, Works General Tax and Waste Management)	0.271
Emergency Management Coordinator - to support emergency management programs and initiatives corporately and departmentally as a dedicated liaison with Durham Emergency Management (Note: this position is shared with Sanitary Sewerage, Works General Manager and Waste Management)	0.250
Business Analyst - to provide business support for the Enterprise Maintenance Management System (Note: this position is shared with Sanitary Sewerage and Works General Tax)	0.280
Junior Project Engineer (2 positions) - to support the vertical group in the delivery of capital projects (Note: these 2 positions are shared with Sanitary Sewerage)	1.060
Works Technician 2 - to provide CAD support to the vertical and linear project teams (Note: this position is shared with Sanitary Sewerage)	0.530
Works Technician 5 - to support the vertical group in the delivery of capital projects (Note: this position is shared with Sanitary Sewerage)	0.530
Inspector 3 - to support the projects in the Construction Division and reduce reliance on consulting services and temporary staff (Note: this position is shared with Sanitary Sewerage and Works General Tax)	0.385

**Total Proposed New Positions**

4.306

**Water Supply Subtotal**

**208.354**

## Staffing Details *Continued*

### Sanitary Sewerage

**Full Time Equivalents  
(FTE's)**

**2022 Approved Complement (Restated)**

**278.793**

### Proposed New Positions

Supervisor DCAM - to support increase in project delivery for depots, sewage treatment plants and water pumping stations, and major capital projects supporting corporate priorities (Note: this position is shared with Water Supply, Works General Tax and Waste Management)	0.386
Emergency Management Coordinator - To support emergency management programs and initiatives corporately and departmentally as a dedicated liaison with Durham Emergency Management (Note: this position is shared with Water Supply, Works General Tax and Waste Management)	0.250
Business Analyst - to provide business support for the Enterprise Maintenance Management System (Note: this position is shared with Water Supply and Works General Tax)	0.310
Junior Project Engineer (2 positions) - to support the vertical group in the delivery of capital projects (Note: these 2 positions are shared with Water Supply)	0.940
Works Technician 2 - to provide CAD support to the vertical and linear project teams (Note: this position is shared with Water Supply)	0.470
Works Technician 5 - To support the vertical group in the delivery of capital projects (Note: this position is shared with Water Supply)	0.470
Inspector 3 - to support the projects in the Construction Division and reduce reliance on consulting services and temporary staff (Note: this position is shared with Water Supply and Works General Tax)	0.257

**Total Proposed New Positions**

**3.083**

**Sanitary Sewerage Subtotal**

**281.876**

**Total Complement: Works Department - Water Supply and Sanitary Sewerage**

**490.230**



## Looking Forward

Water supply and sanitary sewerage systems support residents, businesses, and institutions by providing public infrastructure, reliable service, and expertise so that healthy and sustainable communities thrive. To support these commitments the Region continues to modernize operations through a variety of initiatives including:

- the implementation of the Enterprise Maintenance Management System has moved maintenance operations from paper-based information processing to a comprehensive work management system, providing real time maintenance activities and information;
- the utilization of technology such as drones, sonar and submersible cameras for inspections and assessments; and innovative mapping technology;
- continued shift to digitized public facing services to enhance the experience of residents and business that access services provided by the Works Department, such as continued enhancements to the online permitting system including adding additional permits to the system;
- refinement of design standards for Regional construction projects to further protect the natural environment and incorporate compliance measures related to the Excess Soil Management Regulation;
- implementing climate mitigation and GHG reduction strategies and measures, including conversion of the Region's fleet of vehicles and equipment to lower carbon options and development of a GHG Emissions Management Strategy for Water Supply and Sanitary Sewerage facilities;
- presentation and implementation of the Durham Building Standard, providing guidelines related to energy efficiency, greenhouse gas emissions and reductions, and incorporation of amenities that support diversity and inclusion in the workplace for all projects related to the construction or renovation/retrofit of Regional facilities;
- future implementation of recommendations from Integrated Resource Recovery Studies for Water Pollution Control Plants; and
- continued advancement of the water meter retrofit initiative, installing radio frequency remote reading devices (RF) to eliminate manual meter readings. This is a significant enhancement from a customer service perspective and has been much anticipated as the follow up step to the MyDurhamWater project.

## Looking Forward *Continued*

The Region will continue to leverage long-term financial planning to chart a response to some of the significant challenges ahead which include leading infrastructure renewal (in alignment with the Region's Asset Management Plan and prudent asset management practices), preparing for projected Regional growth and new development which will increase demands for Regional services, and major plant expansions and infrastructure construction projects (including the continued servicing of employment lands and infrastructure constructed to service developments in Seaton in Pickering, West Whitby, Courtice and Newcastle in Clarington, and in North Oshawa).

As part of these long-term financial planning efforts the Region continues to monitor its SCADA WAN which provides wireless communication to approximately 75 water sites. The existing 3,650-3,700Mhz frequency band used is regulated by Innovation, Science and Economic Development Canada (ISED). ISED has planned to terminate all radio licenses in the Region's current band to reallocate for 5G cellular communications and provisioning of frequencies to lesser served areas. Also, ISED has allocated a new frequency band for users displaced by this decision, which means that the Region must discontinue use of the current frequency band by March 31, 2025. The Works Department is expecting this frequency band reallocation decision will result in the replacement of radio units, antennas, routers, cabling, and communication panel modifications. The Region has included \$3 million in the capital budget and forecast to help address these challenges, and the WAN assessment and pre-design work has commenced.

Further, in alignment with Regional Council's commitment to confront climate change, a core element in the design and construction of Regional infrastructure is sustainability - using best practices and innovations developed through in-house research and partnerships with academia. In particular, the Region's wastewater assets have the potential to contribute to both corporate and Region-wide GHG reduction targets by transferring thermal energy (e.g., heating and cooling) between trunk sanitary sewer collection systems and adjacent buildings and facilities displacing energy consumption that might otherwise come from fossil fuel energy sources. Such projects, referred to as wastewater energy transfer (WET) projects, can reduce GHGs from the building sector which is the second largest source of community-wide emissions. Discussions are ongoing regarding the implementation of the first WET project in the Region.

The *Supporting Growth and Housing in York and Durham Region Act, 2022* (Bill 23) suddenly received Royal Assent on November 28, 2022 in the provincial legislature. This legislation will impact the amount of development charges available to fund new and expanded infrastructure to service growth. Schedule 10 within Bill 23 provides the provincial direction for the wastewater servicing for the Upper York Sewage Solution which includes the Lake Ontario option of conveying wastewater south to the York Durham Sewerage System. A detailed review of the proposed servicing option will need to be conducted in consultation with the Region of York to determine infrastructure planning impacts.

Appendix A: 2023 Water Supply System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix B for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div></div><div>Durham</div><div>Budget</div></div><div>2023</div></div></div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
Water Supply System																
Linear Infrastructure																
1	R.R. 2A (Centre St.) from Athol St. to Adelaide Ave., Oshawa	-	-	-	-	-	-	-	-	-	-	250	250	1,860	-	2,110
2	R.R. 14 (Liberty St.) from Baseline Rd. to King St., Bowmanville	-	-	-	-	-	-	-	-	-	-	100	100	200	3,100	3,400
6	R.R. 22 (Bloor St.) from east of Harmony Rd. to Grandview St., Oshawa	-	-	-	-	-	-	-	-	-	-	100	100	50	1,350	1,500
7	R.R. 22 (Victoria St.) from Thickson Rd. to South Blair St.	-	-	-	-	-	-	-	-	-	-	80	80	550	-	630
20	R.R. 56 (Farewell St.) from Harbour Rd. to Bloor St., Oshawa	-	-	-	-	-	-	-	-	-	-	800	800	200	-	1,000
21	Replacement of watermain on R.R. 56 (Farewell St.) from Canadian National Railway to Bloor St., Oshawa	-	-	-	-	-	-	-	-	-	-	385	385	830	-	1,215
31	Area Municipality Road Program - Replacement of deficient watermain and/or construction of required works in conjunction with the City of Oshawa Road Program	-	-	-	-	-	-	-	-	-	-	900	900	450	9,900	11,250
32	Area Municipality Road Program - Replacement of deficient watermain and/or construction of required works in conjunction with the Municipality of Clarington Road Program	-	-	-	-	-	-	-	-	-	-	1,385	1,385	-	3,330	4,715
33	Area Municipality Road Program - Replacement of deficient watermain and/or construction of required works in conjunction with the Township of Scugog Road Program	-	-	-	-	-	-	-	-	-	-	200	200	525	1,768	2,493


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		Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate					
36	Allowance for unknown requirements in conjunction with area municipality road programs	-	-	-	-	-	-	-	-	200	200	-	1,800	2,000	
39	Watermain replacement on Park Rd. S. and Cubert St., in conjunction with the MTO, Oshawa	-	-	-	-	-	-	-	-	300	300	-	-	300	
41	Water works to rectify identified system deficiencies independent of road programs in various locations	-	-	-	-	-	-	-	-	400	400	-	7,800	8,200	
42	Rehabilitation of existing watermain in various locations	-	-	-	-	-	-	-	-	2,400	2,400	3,000	37,000	42,400	
44	Replacement of a watermain on Kingston Rd. (Hwy No. 2) from Steeple Hill to Merritton Rd., Pickering	-	-	-	-	-	-	-	-	2,200	2,200	2,090	-	4,290	
45	Replacement of a watermain on Kingston Rd. (Hwy No. 2) from Dixie Rd. to Bainbridge Dr., Pickering	-	-	-	-	-	-	-	-	2,500	2,500	1,200	-	3,700	
53	Achilles Rd. from Salem Rd. to 100 m west of Salem Rd., Ajax	-	-	-	-	-	-	-	-	80	80	210	-	290	
54	Replacement of a watermain on Pickering Beach Rd. from Foord Rd. to Hewitt Cres., Ajax	-	-	-	-	-	-	-	-	360	360	840	-	1,200	
58	Replacement of watermain and valves on Harwood Ave. from Clements Rd. to Falby Crt., Ajax	-	-	-	-	-	-	-	-	250	250	-	750	1,000	
68	Erosion protection Crystal Beach Boulevard watermain, Whitby	-	-	-	-	-	-	-	-	500	500	544	5,000	6,044	
69	Replacement of watermain on High St. from Mary St. to Walnut St., Whitby	-	-	-	-	-	-	-	-	260	260	465	-	725	

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 <b>Durham</b> <b>Budget</b> <span>2023</span>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
		Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate					
71	Replacement of watermain on Belton Crt. from Michael Blvd. to S/L, Whitby	-	-	-	-	-	-	-	-	1,000	1,000	90	-	1,090	
73	Replacement of watermain on Mary St. from Rossland Rd. to Robert St., Oshawa	-	-	-	2,335	-	-	-	-	-	2,335	40	-	2,375	
74	Replacement of watermain on Simcoe St. from Metcalf St. to Quebec St., Oshawa	-	-	-	1,300	-	-	-	-	-	1,300	691	-	1,991	
78	Replacement of a watermain on Simcoe St. South and easement from Erie St. to Albert St., Oshawa	-	-	-	135	-	-	-	-	-	135	565	-	700	
79	Replacement of a watermain on Olive Ave. from Simcoe St. to Drew St., Oshawa	-	-	-	-	-	-	-	-	385	385	2,150	-	2,535	
82	Replacement of watermain on Highway No. 2 (King St. W.) from Midtown Dr. to Queen St., Oshawa	-	-	-	-	-	-	-	-	100	100	-	400	500	
89	Replacement of a watermain on Ritson Rd. from Annis St. to Conant St., Oshawa	-	-	-	-	-	-	-	-	290	290	100	-	390	
90	Replacement of a watermain on Douglas St. from Conant St. to Wolfe St., Oshawa	-	-	-	-	-	-	-	-	340	340	100	-	440	
91	Replacement of watermain on Conant St. from Myers Rd. to Nelson St., Oshawa	-	-	-	-	-	-	-	-	100	100	-	390	490	
103	Replacement of watermain on Bigelow St. from 140 m north of Kellett St. to Kellett St., Kellett St. from Bigelow St. to Simcoe St., Beech St from Simcoe St. to 60 m east of Kent St., and Kent St. from Beech St. to 100 m north of Beech St., Port Perry	-	-	-	440	-	-	-	-	-	440	300	-	740	

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				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
109	Replacement of watermain on Jane St. from Ida St. to 220 m north of Ida St., Sunderland	-	-	-	775	-	-	-	-	-	-	-	775	200	-	975
110	Replacement of watermain on Maple St. from River St. to dead-end, Sunderland	-	-	-	146	-	-	-	-	-	-	-	146	135	-	281
113	Replacement of watermain on Centre St. from Mara Rd. to James St., Beaverton	-	-	-	50	-	-	-	-	-	-	-	50	100	650	800
119	Allowance for the evaluation of feeder mains/water mains at creek crossings	-	-	-	-	-	-	-	-	-	-	75	75	-	300	375
123	Zone 2 feeder main on William Jackson Dr. & Taunton Rd. from Earl Grey Ave. to Ravenscroft Rd., Pickering/ Ajax	-	-	-	-	-	-	174	6,920	-	-	806	7,900	900	-	8,800
124	Zone 2 feeder main on Church St. from south side of the hydro right of way to Taunton Rd., Ajax	-	-	-	-	-	-	92	3,679	-	-	429	4,200	-	-	4,200
131	Zone 3 feeder main on Conlin Rd. from Anderson St. to Thickson Rd., Whitby (Region's share only)	-	-	-	-	-	-	22	876	-	-	102	1,000	3,135	-	4,135
132	Zone 3 feeder main on Mid-Block Arterial from Lynde Creek to Ashburn Rd., Whitby (West Loop) (Region's share only)	-	-	-	-	-	-	123	4,906	-	-	571	5,600	5,400	-	11,000
140	Watermain on Britannia Ave. from Thornton Rd. to Windfields Farm Dr., Oshawa	-	-	-	-	-	-	17	657	-	-	77	751	340	1,250	2,341
143	Watermain on Thornton Rd. from 100 m North of Conlin Rd. within the Northwood Employment Area, Oshawa	-	-	-	-	-	-	3	131	-	-	16	150	2,122	-	2,272
154	Zone 1 feeder main on Lambs Rd. from Hwy No. 2 (King St.) to Zone 1 Liberty Street Reservoir, Bowmanville	-	-	-	-	-	-	394	15,680	-	-	1,826	17,900	16,000	27,000	60,900

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			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
Zone 2 feedermain on Liberty St. from 158 Concession Rd. 3 and Concession Rd. 4 to Zone 2 Reservoir, Bowmanville	-	-	-	-	-	-	26	1,051	-	-	122	1,199	-	8,300	9,499
Zone 1 feedermain on Highway No. 2 (King Ave.) from Rudell Rd. to 200 m west of North St., Newcastle	-	-	-	-	-	-	3	105	-	-	12	120	200	2,120	2,440
164 Water Meter installation and replacement	-	-	-	-	-	-	-	-	-	-	3,000	3,000	2,000	47,414	52,414
165 Depots - Replacement of polybutylene service connections in various locations	-	-	-	-	-	-	-	-	-	-	50	50	-	50	100
166 Replacement of lead service connection in various locations	-	-	-	-	-	-	-	-	-	-	450	450	-	29,000	29,450
167 Replacement of valves	-	-	-	-	-	-	-	-	-	-	400	400	-	6,400	6,800
168 Valve Chamber Condition Assessment and inspections	-	-	-	-	-	-	-	-	-	-	450	450	-	1,350	1,800
169 Replacement of hydrants	-	-	-	-	-	-	-	-	-	-	200	200	-	3,650	3,850
Linear Infrastructure Subtotal			-	5,181	-	-	854	34,005	-	-	24,451	64,491	47,582	200,072	312,145
Building and Structures															
172 Expansion of the Whitby Water Supply Plant from 109 MLD to 218 MLD, Whitby	-		-	-	-	-	814	8,101	-	-	4,585	13,500	27,850	234,300	275,650
175 Garrard Rd. Zone 3 Water Pumping Station - upgrades, Whitby	-		-	-	-	-	38	1,524	-	-	177	1,739	410	-	2,149

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			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
179	Proposed Whitby Zone 4 & 5 Pumping Station at Duffs Rd. Reservoir and feedermain, Whitby	-	-	-	-	-	51	2,015	-	-	235	2,301	-	12,000	14,301
187	Proposed Zone 5 Pumping Station at Harmony Rd. Reservoir and feedermain, Oshawa	-	-	-	-	-	22	876	-	-	102	1,000	1,000	10,200	12,200
190	Proposed Liberty Street Zone 1 Reservoir 11 ML and demolition of the existing elevated tank	-	-	-	-	-	286	11,472	-	-	5,442	17,200	22,100	1,500	40,800
191	Proposed Zone 2 Pumping Station at the Zone 1 Reservoir - Bowmanville	-	-	-	-	-	130	5,188	-	-	982	6,300	8,800	-	15,100
193	Newcastle Water Supply Plant - demolition of plant No. 1	-	-	-	-	-	42	417	-	-	541	1,000	300	3,400	4,700
198	Scugog Water Supply System - Alternative Water Supply Source	-	-	-	-	-	127	1,267	-	-	1,606	3,000	4,530	27,900	35,430
200	Blackstock Water Supply System - upgrades to Municipal Well No. 7	-	-	-	-	-	-	-	-	-	350	350	2,200	-	2,550
201	Greenbank Water Supply System - Replacement of Municipal Well 1 and 6 with rehabilitation work at the pumphouse	-	-	-	-	-	-	-	-	-	1,000	1,000	-	4,000	5,000
202	Uxbridge Water Supply System - New Well and Pumphouse	-	-	-	-	-	32	319	-	-	150	501	1,500	4,220	6,221
203	Uxbridge Water Supply System - Municipal Well No. 7 Replacement	-	-	-	-	-	-	-	-	-	500	500	-	6,000	6,500
211	Beaverton - additional Water Storage from 2 ML to 4.8 ML	-	-	-	-	-	5	212	-	-	283	500	-	9,000	9,500



Appendix A: 2023 Water Supply System Capital Projects (\$,000's)

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213	Reservoir inspections, condition assessment and minor rehabilitation works	-		-	300	-	-	-	-	-	-	300	-	2,400	2,700
214	Wellhead protection at Regional well sites	-		-	-	-	-	-	-	-	800	800	800	7,200	8,800
217	Replace Fire Panel and Smoke Detector - Ajax WSP	-	Replacement	-	-	-	-	-	-	-	141	141	-	-	141
220	Access Ladder Repair/Replacement Project - Various Locations	2	Replacement	-	-	-	-	-	-	-	15	15	-	-	15
223	Replacement of Fire System - Oshawa/Whitby Depot	-	Replacement	-	-	-	-	-	-	-	67	67	-	-	67
227	Widening of Existing Canopy Entrance - Sunderland Depot	-	Replacement	-	-	-	-	-	-	-	8	8	-	-	8
229	Roof Replacement on Vehicle Storage Bays - Orono Depot	-	Replacement	-	-	-	-	-	-	-	27	27	-	-	27
231	Metering Chamber Drainage - Oshawa WSP	-	Replacement	-	-	-	-	-	-	-	595	595	-	-	595
236	RTU's 1 2 3 4 Replacement - Oshawa WSP	1	Replacement	-	-	-	-	-	-	-	457	457	-	-	457
239	Renovation & Optimization - 101 Consumers	-	Replacement	-	310	-	-	-	-	-	-	310	-	-	310
240	Depot Rationalization - Ajax Depot Expansion	-	New	-	-	-	-	-	-	1,667	-	1,667	-	-	1,667

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				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
244	Depot Rationalization - New Oshawa/Whitby Depot	-	New	-	-	-	-	-	-	-	12,667	-	12,667	-	-	12,667
248	Depot Rationalization - New Sunderland Depot	-	New	-	-	-	-	-	-	-	1,333	-	1,333	-	-	1,333
249	Repairs and Epoxy Coat Fleet Bay Concrete Floors & Repairs to Floor Drains in Fleet Bays - Scugog Depot	-	Replacement	-	-	-	-	-	-	-	-	16	16	-	-	16
Buildings & Structures Subtotal				-	610	-	-	1,547	31,391	-	15,667	18,079	67,294	69,490	322,120	458,904
Machinery & Equipment																
251	Ajax Water Supply Plant - pump replacement with variable frequency drive	-		-	-	-	-	-	-	-	-	100	100	-	500	600
252	Ajax Water Supply Plant - hyochlorite feed and control system upgrades	-		-	-	-	-	-	-	-	-	600	600	100	-	700
254	Cherrywood Water Pumping Station upgrades - pumps and feedermain, Pickering	-		-	-	-	-	-	-	-	-	250	250	500	1,800	2,550
261	Oshawa Water Supply Plant - Replacement/rehabilitation of the sedimentation tanks, Header & Backwash valves, and piping	-		-	-	-	-	-	-	-	-	300	300	550	2,900	3,750
266	Taunton Rd. Water Pumping Station and Reservoir - station improvements and replacement	-		-	-	-	-	-	-	-	-	500	500	200	2,300	3,000
277	Beaverton Water Supply Plant - upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch, Standby power, uninterrupted power supply (UPS) and Ultraviolet disinfection system	-		-	-	-	-	-	-	-	-	250	250	750	2,600	3,600
281	Emergency Generator Fuel Tank Compliance upgrades Phase 3 and Phase 4	-		-	-	-	-	-	-	-	-	400	400	17,996	-	18,396

Appendix A: 2023 Water Supply System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix B for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div></div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
282	Replace Uninterrupted Power Supply (UPS) Batteries - Ajax WSP	1	Replacement	-	-	-	-	-	-	-	-	50	50	-	-	50
283	Sulphuric Acid Pump Replacement - Ajax WSP	1	Replacement	-	-	-	-	-	-	-	-	240	240	-	-	240
284	Sump Pump Systems - Ajax WSP	-	Replacement	-	-	-	-	-	-	-	-	122	122	-	-	122
287	Integrated Control Technology - Security Project - Various Locations	-	New	-	-	-	-	-	-	-	-	306	306	-	-	306
297	Pump / Motor / Mixer Repair / Replacement - Plants East	-	Replacement	-	-	-	-	-	-	-	-	80	80	-	-	80
298	Regulatory Instrumentation Replacement and Maintenance - Various Locations	-	Replacement	-	-	-	-	-	-	-	-	30	30	-	-	30
302	Bar Pullout Tester - Construction	1	New	-	-	-	-	-	-	-	-	4	4	-	-	4
303	Bench Oven - Construction	1	New	-	-	-	-	-	-	-	-	5	5	-	-	5
304	Concrete End Grinder - Construction	1	New	-	-	-	-	-	-	-	-	9	9	-	-	9
307	Gyratory Compactor/Molds/Equipment - Construction	1	New	-	-	-	-	-	-	-	-	23	23	-	-	23
309	Nuclear Densometer - Construction	1	Replacement	-	-	-	-	-	-	-	-	3	3	-	-	3

Appendix A: 2023 Water Supply System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix B for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div></div>	Quantity	New / Replacement	2023 Proposed Financing									2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
313 Chlorine Analyzers - Plants Central	3	Replacement	-	-	-	-	-	-	-	-	30	30	-	-	30
314 UPS Battery Replacements and Testing - Plants Central	40	Replacement	-	-	-	-	-	-	-	-	40	40	-	-	40
317 WSP Post Chlorinator Replacement - Oshawa WSP	1	Replacement	-	-	-	-	-	-	-	-	25	25	-	-	25
318 Replace Weigh Scale - Various Locations	4	Replacement	-	-	-	-	-	-	-	-	35	35	-	-	35
319 Tank Liners - Whitby WSP	2	Replacement	-	-	-	-	-	-	-	-	30	30	-	-	30
320 Flow Meter Replacements - WSP Pumping Stations	4	Replacement	-	-	-	-	-	-	-	-	80	80	-	-	80
321 Install Isolation Valve - Taunton Rd. Pumping Station	1	Replacement	-	-	-	-	-	-	-	-	50	50	-	-	50
323 Integrated Control Technology - Security Project - Various Locations	3	New	-	-	-	-	-	-	-	-	3	3	-	-	3
Machinery & Equipment Subtotal			-	-	-	-	-	-	-	-	3,565	3,565	20,096	10,100	33,761
Information Technology Infrastructure															
329 Standard Laptop	2	New	-	-	-	-	-	-	-	-	1	1	-	-	1
332 GIS Hardware (Monitors, Backup Devices and Other) - Data System Management	1	Replacement	-	-	-	-	-	-	-	-	5	5	-	-	5

Appendix A: 2023 Water Supply System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix B for the comprehensive 2023 capital budget and 2024-2032 forecast


<div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div><div>2023</div></div></div>	Quantity	New / Replacement	2023 Proposed Financing									2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
333 Power Laptop	13	New	-	-	-	-	-	-	-	-	16	16	-	-	16
334 Computers & Monitors Refresh - Financial Services	-	Replacement	-	-	-	-	-	-	-	-	149	149	-	-	149
338 Power Laptop (with Monitor)	3	New	-	-	-	-	-	-	-	-	5	5	-	-	5
340 Tablet	1	New	-	-	-	-	-	-	-	-	2	2	-	-	2
340 Tablet	1	Replacement	-	-	-	-	-	-	-	-	4	4	-	-	4
Information Technology Infrastructure Subtotal			-	-	-	-	-	-	-	-	182	182	-	-	182
Vehicles															
349 Hybrid PHEV SUV - Oshawa/Whitby Depot	10	New	-	-	-	-	-	-	-	-	850	850	-	-	850
356 Vactor 2100 - Oshawa/Whitby Depot	1	New	-	-	-	-	-	-	-	-	395	395	-	-	395
Vehicles Subtotal			-	-	-	-	-	-	-	-	1,245	1,245	-	-	1,245
Furniture & Fixtures															
364 A/V Equipment and Technology Upgrades - Various Locations	1	New	-	-	-	-	-	-	-	-	10	10	-	-	10
Furniture & Fixtures Subtotal			-	-	-	-	-	-	-	-	10	10	-	-	10

Appendix A: 2023 Water Supply System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix B for the comprehensive 2023 capital budget and 2024-2032 forecast

 <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
Allowances & Other Provisions																
365	Regional Water Supply Master Planning Study for the Regional Official Plan Review	-		-	-	-	-	6	219	-	-	25	250	900	800	1,950
367	Asset Condition Assessments - Reports for Vertical Assets	-		-	100	-	-	-	-	-	-	-	100	1,063	2,086	3,249
368	Asset Condition Assessment/ investigation for transmission pipes	-		-	182	-	-	-	-	-	-	-	182	1,037	1,780	2,999
370	Allowance for acquisition of easements	-		-	-	-	-	-	-	-	-	100	100	150	900	1,150
371	Allowance for engineering studies	-		-	-	-	-	-	-	-	-	150	150	-	1,950	2,100
375	Preliminary engineering	-		-	-	-	-	-	-	-	-	100	100	-	900	1,000
376	Allowance for sundry extensions as per Council policy - Various	-		-	-	-	-	-	-	-	-	15	15	-	135	150
377	Allowance for unknown requirements	-		-	-	-	-	-	-	-	-	100	100	-	900	1,000
378	Allowance for land severance review and drawing requirements	-		-	-	-	-	-	-	-	-	100	100	-	900	1,000
379	Allowance for Regional share for works in conjunction with residential subdivision development	-		-	-	-	-	44	1,752	-	-	204	2,000	-	18,000	20,000

**Appendix A: 2023 Water Supply System Capital Projects (\$,000's)**  
Provides financing details for capital projects proposed in 2023. See Appendix B for the comprehensive 2023 capital budget and 2024-2032 forecast

		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture					User Rate
380	Allowance for Regional share for works in conjunction with non-residential development	-		-	-	-	-	11	438	-	-	51	500	-	4,500	5,000
381	Well interference works	-		-	-	-	-	-	400	-	-	-	400	-	7,200	7,600
Allowances & Other Provisions Subtotal				-	282	-	-	61	2,809	-	-	845	3,997	3,150	40,051	47,198
Water Supply System Subtotal				-	6,075	-	-	2,462	68,205	-	15,666	48,376	140,784	140,318	572,343	853,445
Total Water Supply System				-	6,075	-	-	2,462	68,205	-	15,666	48,376	140,784	140,318	572,343	853,445

\* Rows and columns may not add due to rounding


\*\* Appendix A includes Reserve financing as follows:

2023	
<u>Reserve Fund</u>	
Asset Management Reserve Fund - Water	5,764
Rate Stabilization Reserve Fund - Water	311
Pre-Servicing of Employment Lands Reserve Fund - Water	-
Total Reserve/Reserve Fund Financing	<u>6,075</u>

\*\*\* Appendix A includes financing of the following development charge shortfalls as follows:

2023	
<u>DC Shortfall</u>	
Residential DC Shortfall	-
Commercial DC Shortfall	-
Institutional DC Shortfall	130
Industrial DC Shortfall	11,327
Total DC Shortfall	<u>11,457</u>
<u>Shortfall Financing Source</u>	
Rate Stabilization Reserve Fund - Water	-
Debenture - DC Funded	-
User Rate	11,457
Total Funding	<u>11,457</u>


Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)
Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div><div>Durham Budget</div></div><div>2023</div></div>			Expenditure Category	2023 Proposed Budget	Forecast						Forecast Total
Water Supply System											
Linear Infrastructure											
1	R.R. 2A (Centre St) from Athol St. to Adelaide Ave., Oshawa	Pre-Construction	-	-	-	-	-	-	-	-	
		Construction	250	-	-	-	-	-	-	-	
		Total	250	-	-	-	-	-	-	-	
2	R.R. 14 (Liberty St.) from Baseline Rd. to King St., Bowmanville	Pre-Construction	100	-	-	-	-	-	-	-	
		Construction	-	-	-	3,100	-	-	-	3,100	
		Total	100	-	-	3,100	-	-	-	3,100	
3	R.R. 16 (Ritson Rd.) from Taunton Rd. to Conlin Rd., Oshawa	Pre-Construction	-	-	-	-	-	-	-	-	
		Construction	-	-	1,100	-	-	-	-	1,100	
		Total	-	-	1,100	-	-	-	-	1,100	
4	R.R. 17 (Main St.) from Station St. to Winter Rd., Clarington	Pre-Construction	-	-	-	-	-	-	-	-	
		Construction	-	-	760	-	-	-	-	760	
		Total	-	-	760	-	-	-	-	760	
5	R.R. 22 (Bayly St.) from Westney Rd. to Harwood Ave., Ajax	Pre-Construction	-	-	-	-	-	-	-	-	
		Construction	-	-	-	-	1,900	-	-	1,900	
		Total	-	-	-	-	1,900	-	-	1,900	
6	R.R. 22 (Bloor St.) from east of Harmony Rd. to Grandview St., Oshawa	Pre-Construction	100	-	-	-	-	-	-	-	
		Construction	-	-	1,350	-	-	-	-	1,350	
		Total	100	-	1,350	-	-	-	-	1,350	
7	R.R. 22 (Victoria St.) from Thickson Rd. to South Blair St., Whitby	Pre-Construction	-	-	-	-	-	-	-	-	
		Construction	80	-	-	-	-	-	-	-	
		Total	80	-	-	-	-	-	-	-	
8	R.R. 26 (Thickson Rd.) from Consumers Dr. to Dundas St., Whitby	Pre-Construction	-	-	-	500	-	-	-	500	
		Construction	-	-	-	-	-	2,900	-	2,900	
		Total	-	-	-	500	-	2,900	-	3,400	




# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham Budget</b> <b>2023</b>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
		2024			2025	2026	2027	2028-2032		
9	R.R. 26 (Thickson Rd.)/Wentworth St. Culvert rehabilitation, Whitby	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	850	-	-	-	-	850	
		Total	-	850	-	-	-	-	850	
10	R.R. 28 (Rossland Rd.) from Park Rd. to Simcoe St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	1,100	-	-	1,100	
		Total	-	-	-	1,100	-	-	1,100	
11	R.R. 28 (Rossland Rd.) from Ritson Rd. to Harmony Rd., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	2,380	-	-	-	2,380	
		Total	-	-	2,380	-	-	-	2,380	
12	R.R. 29 (Liverpool Rd.) from Highway 401 to Kingston Rd. (Highway No. 2), Pickering	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	-	-	250	250	
		Total	-	-	-	-	-	250	250	
13	R.R. 31 (Westney Rd.) from Finley Ave. to Harwood Ave., Ajax	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	-	-	1,230	1,230	
		Total	-	-	-	-	-	1,230	1,230	
14	R.R. 36 (Hopkins St.) from Consumers Dr. to Dundas St., Whitby	Pre-Construction	-	270	-	-	-	-	270	
		Construction	-	-	-	150	-	500	650	
		Total	-	270	-	150	-	500	920	
15	R.R. 37 (Finch Ave.) from Altona Rd. to Brock Rd., Pickering	Pre-Construction	-	-	-	-	500	-	500	
		Construction	-	-	-	-	-	6,000	6,000	
		Total	-	-	-	-	500	6,000	6,500	
16	R.R. 38 (Whites Rd.) from Kingston Rd. Highway 2 to Finch Ave., Pickering	Pre-Construction	-	-	-	-	-	500	500	
		Construction	-	-	-	-	-	2,300	2,300	
		Total	-	-	-	-	-	2,800	2,800	
17	R.R. 52 (Thornton Rd.) from King St. to Stellar Dr., Whitby/Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	1,330	-	-	-	1,330	
		Total	-	-	1,330	-	-	-	1,330	


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.


<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
18	R.R. 53 (Stevenson Rd.) from Highway 401 to Bond St., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	1,430	-	1,430
		Total	-	-	-	1,430	-	1,430
19	R.R. 53 (Stevenson Rd.) from Bond St. to Rossland Rd., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	-	3,800	3,800
		Total	-	-	-	-	3,800	3,800
20	R.R. 56 (Farewell St.) from Harbour Rd. to Bloor St., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	800	-	-	-	-	-
		Total	800	-	-	-	-	-
21	Replacement of watermain on R.R. 56 (Farewell St.) from Canadian National Railway to Bloor St., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	385	-	-	-	-	-
		Total	385	-	-	-	-	-
22	R.R. 57 (Bowmanville Ave.) from Baseline Rd. to Highway No. 2, Bowmanville	Pre-Construction	-	-	-	-	-	-
		Construction	-	500	-	-	-	500
		Total	-	500	-	-	-	500
23	R.R. 58 (Manning Rd.) /Adelaide Ave. interconnection from Garrard Rd. to Thornton Rd., Whitby and Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	980	-	-	980
		Total	-	-	980	-	-	980
24	R.R. 59 (Gibb St.) from Stevenson Rd. to Simcoe St., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	-	2,100	2,100
		Total	-	-	-	-	2,100	2,100
25	R.R. 59 (Gibb St.)/Olive Ave. Extension from Drew St. to Ritson Rd., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	-	430	430
		Total	-	-	-	-	430	430
26	R.R. 60 (Wentworth St.) from Simcoe St. to Farewell St., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	665	-	-	-	665
		Total	-	665	-	-	-	665

# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)


Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
27	Allowance for watermain	Pre-Construction	-	-	-	-	6,000	6,000
	Regional Road Program	Construction	-	-	-	-	-	-
		Total	-	-	-	-	6,000	6,000
28	Area Municipality Road Program - Replacement of deficient watermain	Pre-Construction	275	275	275	275	1,375	2,475
	and/or construction of required works in conjunction with the City of Pickering Road Program	Construction	-	-	-	-	-	-
		Total	275	275	275	275	1,375	2,475
29	Area Municipality Road Program - Replacement of deficient watermain	Pre-Construction	2,100	200	200	200	1,000	3,700
	and/or construction of required works in conjunction with the Town of Ajax Road Program	Construction	-	-	-	-	-	-
		Total	2,100	200	200	200	1,000	3,700
30	Area Municipality Road Program - Replacement of deficient watermain	Pre-Construction	1,350	620	620	620	3,100	6,310
	and/or construction of required works in conjunction with the Town of Whitby Road Program	Construction	-	-	-	-	-	-
		Total	1,350	620	620	620	3,100	6,310
31	Area Municipality Road Program - Replacement of deficient watermain	Pre-Construction	900	1,100	1,100	1,100	5,500	9,900
	and/or construction of required works in conjunction with the City of Oshawa Road Program	Construction	-	-	-	-	-	-
		Total	900	1,100	1,100	1,100	5,500	9,900
32	Area Municipality Road Program - Replacement of deficient watermain	Pre-Construction	1,385	370	370	370	1,850	3,330
	and/or construction of required works in conjunction with the Municipality of Clarington Road Program	Construction	-	-	-	-	-	-
		Total	1,385	370	370	370	1,850	3,330
33	Area Municipality Road Program - Replacement of deficient watermain	Pre-Construction	200	229	629	130	650	1,768
	and/or construction of required works in conjunction with the Township of Scugog Road Program	Construction	-	-	-	-	-	-
		Total	200	229	629	130	650	1,768

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)
Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.


 <b>Durham Budget</b> <span>2023</span>		Expenditure Category	2023 Proposed Budget	Forecast					
				2024	2025	2026	2027	2028-2032	Forecast Total
34	Area Municipality Road Program - Replacement of deficient watermain and/or construction of required works in conjunction with the Township of Uxbridge Road Program	Pre-Construction	-	270	270	270	270	1,350	2,430
		Construction	-	-	-	-	-	-	-
		Total	-	270	270	270	270	1,350	2,430
35	Area Municipality Road Program - Replacement of deficient watermain and/or construction of required works in conjunction with the Township of Brock Road Program	Pre-Construction	-	250	250	250	250	1,250	2,250
		Construction	-	-	-	-	-	-	-
		Total	-	250	250	250	250	1,250	2,250
36	Allowance for unknown requirements in conjunction with area municipality road programs	Pre-Construction	200	200	200	200	200	1,000	1,800
		Construction	-	-	-	-	-	-	-
		Total	200	200	200	200	200	1,000	1,800
37	Watermain replacement at Highway 401 and Wilson Rd., in conjunction with the MTO, Oshawa	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	3,000	-	-	-	-	3,000
		Total	-	3,000	-	-	-	-	3,000
38	Watermain replacement in conjunction with the Metrolinx Toronto East Rail Corridor expansion to Bowmanville	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	-	3,340	-	-	3,340
		Total	-	-	-	3,340	-	-	3,340
39	Watermain replacement on Park Rd. S. and Cubert St., in conjunction with the MTO, Oshawa	Pre-Construction	300	-	-	-	-	-	-
		Construction	-	-	-	-	-	-	-
		Total	300	-	-	-	-	-	-
40	Allowance for watermain in conjunction with the MTO & Go Transit projects	Pre-Construction	-	-	200	-	250	1,950	2,400
		Construction	-	-	-	-	-	-	-
		Total	-	-	200	-	250	1,950	2,400
41	Water works to rectify identified system deficiencies independent of road programs in various locations	Pre-Construction	-	-	-	-	-	-	-
		Construction	400	800	800	800	900	4,500	7,800
		Total	400	800	800	800	900	4,500	7,800

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)
Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div> <div>  <div> Durham Budget 2023 </div> </div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
42	Rehabilitation of existing watermain in various locations.	Pre-Construction	-	-	-	-	-	-
		Construction	2,400	3,000	3,000	3,500	4,000	37,000
		Total	2,400	3,000	3,000	3,500	4,000	37,000
43	Replacement of the watermain on Kingston Rd. (Hwy No. 2) from Altona Rd. to Steeple Hill and Rougemount Dr. from Hwy No. 2 to 100 m south, Pickering	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	3,000	-	3,000
		Total	-	-	-	3,000	-	3,000
44	Replacement of a watermain on Kingston Rd. (Hwy No. 2) from Steeple Hill to Merriton Rd., Pickering	Pre-Construction	-	-	-	-	-	-
		Construction	2,200	-	-	-	-	-
		Total	2,200	-	-	-	-	-
45	Replacement of a watermain on Kingston Rd. (Hwy No. 2) from Dixie Rd. to Bainbridge Dr., Pickering	Pre-Construction	-	-	-	-	-	-
		Construction	2,500	-	-	-	-	-
		Total	2,500	-	-	-	-	-
46	Replacement of watermain on Sandy Beach Rd. from 300 m north of Alyssum St. to 210 m south of Alyssum St., Pickering	Pre-Construction	-	-	-	-	-	-
		Construction	-	300	-	-	-	300
		Total	-	300	-	-	-	300
47	Replacement of a watermain on Bayly St. from Westshore Blvd. to Mattins Rd., Pickering	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	2,800	-	-	2,800
		Total	-	-	2,800	-	-	2,800
48	Watermain and valve improvements at Brock Rd. and Montgomery Park Rd., Pickering	Pre-Construction	-	-	-	-	-	-
		Construction	-	300	-	-	-	300
		Total	-	300	-	-	-	300
49	Replacement of a watermain on Brock Rd. from Feldspar Crt. to Clements Rd., Pickering	Pre-Construction	-	-	-	-	100	100
		Construction	-	-	-	-	480	480
		Total	-	-	-	-	580	580
50	Replacement of a watermain on Notion Rd. from Kingston Rd. to approx. 230 m South, Pickering	Pre-Construction	-	-	-	-	100	100
		Construction	-	-	-	-	250	250
		Total	-	-	-	-	350	350


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b> <span>2023</span>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
51	Replacement of a watermain on Alliance Rd. from 20 m North of Bayly St. S. to dead-end, Pickering	Pre-Construction	-	-	-	-	150	-	150
		Construction	-	-	-	-	-	400	400
		Total	-	-	-	-	150	400	550
52	Replacement of watermain on Krosno Blvd. from Liverpool Rd. E. to Fanshaw Place, Pickering	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	400	-	-	-	-	400
		Total	-	400	-	-	-	-	400
53	Replacement of watermain on Achilles Rd. from Salem Rd. to 100 m west of Salem Rd., Ajax	Pre-Construction	-	-	-	-	-	-	-
		Construction	80	-	-	-	-	-	-
		Total	80	-	-	-	-	-	-
54	Replacement of a watermain on Pickering Beach Rd. from Foord Rd. to Hewitt Cres., Ajax	Pre-Construction	-	-	-	-	-	-	-
		Construction	360	-	-	-	-	-	-
		Total	360	-	-	-	-	-	-
55	Replacement of a watermain on Cedar St. from Tudor Ave. W. to Beatty Rd., Ajax	Pre-Construction	-	-	-	-	130	-	130
		Construction	-	-	-	-	400	-	400
		Total	-	-	-	-	530	-	530
56	Replacement of a watermain on Clements Rd. E. from Burcher Rd. E. to Dryer Dr., Ajax	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	1,450	-	-	-	-	1,450
		Total	-	1,450	-	-	-	-	1,450
57	Replacement of a watermain on Thorncroft Cres. from Billingsgate Cres. to Billingsgate Cres., Ajax	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	750	-	-	-	-	750
		Total	-	750	-	-	-	-	750
58	Replacement of watermain and valves on Harwood Ave. from Clements Rd. to Falby Crt., Ajax	Pre-Construction	250	-	-	-	-	-	-
		Construction	-	-	750	-	-	-	750
		Total	250	-	750	-	-	-	750
59	Replacement of watermain on Water St. from the Whitby WSP to Breakwater SSPS, Whitby	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	750	-	-	-	-	750
		Total	-	750	-	-	-	-	750

# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)


Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham Budget</b> <b>2023</b>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
		2024			2025	2026	2027	2028-2032		
60	Replacement of watermain on Dundas St. (Hwy No. 2) from Lakeridge Rd. to McQuay Blvd., Whitby	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	400	-	-	-	-	400	
		Total	-	400	-	-	-	-	400	
61	Replacement of watermain on Consumers Dr. from 140 m west of Thicksn Rd. S to 110 m east of Sunray St., Whitby	Pre-Construction	-	-	-	-	200	-	200	
		Construction	-	-	-	-	-	590	590	
		Total	-	-	-	-	200	590	790	
62	Replacement of watermain on Palmerston Ave. from Centre St. to Walton Blvd., Whitby	Pre-Construction	-	-	-	200	-	-	200	
		Construction	-	-	-	-	480	-	480	
		Total	-	-	-	200	480	-	680	
63	Replacement of watermain on Centre St. N. from Willis Ave. to Rossland Rd. W., Whitby	Pre-Construction	-	-	-	200	-	-	200	
		Construction	-	-	-	-	950	-	950	
		Total	-	-	-	200	950	-	1,150	
64	Replacement of a watermain on Orchard Crt. from St. Lawrence St. to Orchard Crt., Whitby	Pre-Construction	-	-	-	-	-	100	100	
		Construction	-	-	-	-	-	270	270	
		Total	-	-	-	-	-	370	370	
65	Replacement of watermain on Athol St. from St. Lawrence St. to Clemence St., Whitby	Pre-Construction	-	140	-	-	-	-	140	
		Construction	-	-	-	300	-	-	300	
		Total	-	140	-	300	-	-	440	
66	Replacement of watermain on St. Lawrence St. from Brock St. to Athol St., Whitby	Pre-Construction	-	100	-	-	-	-	100	
		Construction	-	-	-	130	-	-	130	
		Total	-	100	-	130	-	-	230	
67	Replacement of watermain on Byron St. North from Willis Ave. to Starr Ave., Whitby	Pre-Construction	-	-	-	-	-	100	100	
		Construction	-	-	-	-	-	260	260	
		Total	-	-	-	-	-	360	360	
68	Erosion protection Crystal Beach Boulevard watermain, Whitby	Pre-Construction	500	-	-	-	-	-	-	
		Construction	-	5,000	-	-	-	-	5,000	
		Total	500	5,000	-	-	-	-	5,000	



# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)


Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham Budget</b> <b>2023</b>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
		2024			2025	2026	2027	2028-2032		
69	Replacement of watermain on High St. from Mary St. to Walnut St., Whitby	Pre-Construction	-	-	-	-	-	-	-	
		Construction	260	-	-	-	-	-	-	
		Total	260	-	-	-	-	-	-	
70	Replacement of watermain on Cochrane St. from Ferguson St. to 125 m north of Beech St. W., Whitby	Pre-Construction	-	300	-	-	-	-	300	
		Construction	-	-	-	-	1,130	-	1,130	
		Total	-	300	-	-	1,130	-	1,430	
71	Replacement of watermain on Belton Court from Michael Blvd to S/L, Whitby	Pre-Construction	-	-	-	-	-	-	-	
		Construction	1,000	-	-	-	-	-	-	
		Total	1,000	-	-	-	-	-	-	
72	Replacement of watermain on Harbour St. from Watson Rd. to dead-end, Whitby	Pre-Construction	-	-	-	-	-	100	100	
		Construction	-	-	-	-	-	1,000	1,000	
		Total	-	-	-	-	-	1,100	1,100	
73	Replacement of watermain on Mary St. from Rossland Rd. to Robert St., Oshawa	Pre-Construction	140	-	-	-	-	-	-	
		Construction	2,195	-	-	-	-	-	-	
		Total	2,335	-	-	-	-	-	-	
74	Replacement of watermain on Simcoe St. from Metcalf St. to Quebec St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	1,300	-	-	-	-	-	-	
		Total	1,300	-	-	-	-	-	-	
75	Replacement of feedermain on Simcoe St. from Albert St. to Bloor St. and Bloor St. from Simcoe St. to Albert St., Oshawa	Pre-Construction	-	500	-	-	-	-	500	
		Construction	-	-	-	4,900	-	-	4,900	
		Total	-	500	-	4,900	-	-	5,400	
76	Replacement of a feedermain on R.R. 22 (Bloor St.) from Cubert St. to Oxford St., Oshawa	Pre-Construction	-	-	-	-	-	60	60	
		Construction	-	-	-	-	-	240	240	
		Total	-	-	-	-	-	300	300	
77	Replacement of a feedermain on R.R. 22 (Bloor St.) from Wilson Rd. to Holland St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	100	-	-	-	-	100	
		Total	-	100	-	-	-	-	100	



# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b> <span>2023</span>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
		2024			2025	2026	2027	2028-2032		
78	Replacement of a watermain on Simcoe St. South and easement from Erie St. to Albert St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	135	-	-	-	-	-	-	
		Total	135	-	-	-	-	-	-	
79	Replacement of a watermain on Olive Ave from Simcoe St. to Drew St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	385	-	-	-	-	-	-	
		Total	385	-	-	-	-	-	-	
80	Replacement of watermain on R.R. 52 (Thornton Rd.) from South of Bloor St. under the Canadian National Railway, Oshawa	Pre-Construction	-	-	-	200	-	-	200	
		Construction	-	-	-	-	200	2,300	2,500	
		Total	-	-	-	200	200	2,300	2,700	
81	Replacement of watermain on Highway No. 2 (King St. W.) from Garrard Rd. to Thornton Rd., Oshawa	Pre-Construction	-	-	-	83	-	-	83	
		Construction	-	-	-	100	-	-	100	
		Total	-	-	-	183	-	-	183	
82	Replacement of watermain on Highway No. 2 (King St. W.) from Midtown Dr. to Queen St., Oshawa	Pre-Construction	100	-	-	-	-	-	-	
		Construction	-	400	-	-	-	-	400	
		Total	100	400	-	-	-	-	400	
83	Replacement of watermain on Highway No. 2 (King St. E.) from Wilson Rd. to 30 m east of Harmony Creek, Oshawa	Pre-Construction	-	-	-	232	-	-	232	
		Construction	-	-	-	-	765	-	765	
		Total	-	-	-	232	765	-	997	
84	Replacement of watermain on Highway No. 2 (King St. E.) from Harmony Rd. to Kingsway College, Oshawa	Pre-Construction	-	-	-	500	-	-	500	
		Construction	-	-	-	-	-	1,900	1,900	
		Total	-	-	-	500	-	1,900	2,400	
85	Replacement of feedermain on Ritson Rd. from Oshawa Water Supply Plant Valve Chamber to Kawartha Ave., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	7,600	-	-	-	-	7,600	
		Total	-	7,600	-	-	-	-	7,600	
86	Replacement of a watermain on Ritson Rd. S. from Kawartha Ave. to Simcoe St. S., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	2,800	-	-	2,800	
		Total	-	-	-	2,800	-	-	2,800	


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div><div><div><div><div></div></div></div><div><div>DURHAM</div><div>REGION</div></div></div><div><div><div>Durham</div><div>Budget</div></div></div></div><div>2023</div></div>			Expenditure Category	2023 Proposed Budget	Forecast					
2024	2025	2026			2027	2028-2032	Forecast Total			
87	Replacement of a watermain on Thornton Rd. from Adelaide Ave. to Tatra Dr., Oshawa	Pre-Construction	-	-	-	160	-	-	160	
		Construction	-	-	-	-	-	550	550	
		Total	-	-	-	160	-	550	710	
88	Replacement of a watermain on Adelaide Ave. from Kaiser Cres. to Simcoe St., Oshawa	Pre-Construction	-	-	-	-	-	100	100	
		Construction	-	-	-	-	-	220	220	
		Total	-	-	-	-	-	320	320	
89	Replacement of a watermain on Ritson Rd. from Annis St. to Conant St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	290	-	-	-	-	-	-	
		Total	290	-	-	-	-	-	-	
90	Replacement of a watermain on Douglas St. from Conant St. to Wolfe St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	340	-	-	-	-	-	-	
		Total	340	-	-	-	-	-	-	
91	Replacement of watermain on Conant St. from Myers Rd. to Nelson St., Oshawa	Pre-Construction	100	-	-	-	-	-	-	
		Construction	-	-	390	-	-	-	390	
		Total	100	-	390	-	-	-	390	
92	Replacement of a watermain on Oxford St. from Malaga Rd. to Porter St. and Porter St. from Oxford St. to Glen St., Oshawa	Pre-Construction	-	-	340	-	-	-	340	
		Construction	-	-	-	-	1,150	-	1,150	
		Total	-	-	340	-	1,150	-	1,490	
93	Replacement of watermain on Valencia Rd. from Oxford St. to dead-end, Oshawa	Pre-Construction	-	-	100	-	300	-	400	
		Construction	-	-	-	-	-	-	-	
		Total	-	-	100	-	300	-	400	
94	Replacement of a watermain on Ansley Crt. from Rossland Rd. to dead-end, Oshawa	Pre-Construction	-	-	-	-	-	100	100	
		Construction	-	-	-	-	-	280	280	
		Total	-	-	-	-	-	380	380	
95	Replacement of a watermain on Wilson Rd. from Raleigh Ave. to Wentworth St., Oshawa	Pre-Construction	-	-	-	-	-	100	100	
		Construction	-	-	-	-	-	425	425	
		Total	-	-	-	-	-	525	525	


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<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast						
Expenditure Category			2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
96	Replacement of watermain on East Shore Dr./Port Darlington Rd. from Lake Rd. to Bowmanville Water Supply Plant, Bowmanville		Pre-Construction	-	-	-	-	-	-
			Construction	-	-	1,150	-	-	1,150
			Total	-	-	1,150	-	-	1,150
97	Replacement of watermain on Baseline Rd. East from Liberty St. to Mearns Ave., Bowmanville		Pre-Construction	-	-	150	-	-	150
			Construction	-	-	1,300	1,300	-	2,600
			Total	-	-	1,450	1,300	-	2,750
98	Replacement of watermain on North St. from Wilmot St. to Concession Rd. 3, Newcastle		Pre-Construction	-	-	-	-	-	-
			Construction	-	1,750	-	-	-	1,750
			Total	-	1,750	-	-	-	1,750
99	Replacement of watermain on Amos St. from Toronto St. to Highway 401, Newcastle		Pre-Construction	-	-	-	-	100	100
			Construction	-	-	-	-	210	210
			Total	-	-	-	-	310	310
100	Replacement of watermain on First Ave. from Brock St. to Dominion St., Uxbridge		Pre-Construction	-	-	-	-	-	-
			Construction	-	280	-	-	-	280
			Total	-	280	-	-	-	280
101	Cemetery Rd. from Toronto St to 600 m northerly - required to loop the watermain and system security		Pre-Construction	-	-	-	-	-	-
			Construction	-	180	-	-	-	180
			Total	-	180	-	-	-	180
102	Replacement of watermain on Caleb St. from Clarke St. to Queen St., Port Perry		Pre-Construction	-	-	-	-	-	-
			Construction	-	350	-	-	-	350
			Total	-	350	-	-	-	350
103	Replacement of watermain on Bigelow St. from 140 m north of Kellett St. to Kellett St., Kellett St. from Bigelow St. to Simcoe St., Beech St from Simcoe St. to 60 m east of Kent St., and Kent St. from Beech St. to 100 m north of Beech St., Port Perry		Pre-Construction	-	-	-	-	-	-
			Construction	440	-	-	-	-	-
			Total	440	-	-	-	-	-


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<div> <div>  <div> <div>Durham</div> <div>Budget</div> </div> </div> <div>2023</div> </div>			Forecast						
Expenditure Category			2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
104	Replacement of watermain on Rosa St. from Paxton St. to dead-end, Port Perry		Pre-Construction	-	-	-	-	-	-
			Construction	-	-	1,250	-	-	1,250
			Total	-	-	1,250	-	-	1,250
105	Replacement of watermain on Ottawa St. from Queen St. to MacDonald St., Port Perry		Pre-Construction	-	-	-	150	-	150
			Construction	-	-	-	730	-	730
			Total	-	-	-	880	-	880
106	Replacement of watermain on Bay St. from Old Simcoe St. to Bigelow St., Port Perry		Pre-Construction	-	-	-	-	-	-
			Construction	-	-	960	-	-	960
			Total	-	-	960	-	-	960
107	Replacement of watermain on Kent St. from 85 m north of Beech St. to Lakeshore Rd., Port Perry		Pre-Construction	-	-	100	-	-	100
			Construction	-	-	-	-	600	600
			Total	-	-	100	-	600	700
108	Replacement of watermain on Perry St. from North St. to Paxton St., Port Perry		Pre-Construction	-	-	-	-	-	75
			Construction	-	-	-	-	-	180
			Total	-	-	-	-	-	255
109	Replacement of watermain on Jane St. from Ida St. to 220 m north of Ida St., Sunderland		Pre-Construction	-	-	-	-	-	-
			Construction	775	-	-	-	-	-
			Total	775	-	-	-	-	-
110	Replacement of watermain on Maple St. from River St. to dead-end, Sunderland		Pre-Construction	-	-	-	-	-	-
			Construction	146	-	-	-	-	-
			Total	146	-	-	-	-	-
111	Replacement of watermain on Cameron St. from 215 m east of McRae St. to 750 m west of R.R. 2 Simcoe St., Cannington		Pre-Construction	-	-	-	-	-	-
			Construction	-	1,650	-	-	-	1,650
			Total	-	1,650	-	-	-	1,650
112	Replacement of watermain on Laidlaw St. from Cameron St. to Park St., Cannington		Pre-Construction	-	-	-	-	-	100
			Construction	-	-	-	-	-	450
			Total	-	-	-	-	-	550

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 <b>Durham Budget</b> <b>2023</b>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
		2024			2025	2026	2027	2028-2032		
113	Replacement of watermain on Centre St. from Mara Rd. to James St., Beaverton	Pre-Construction	50	-	-	-	-	-	-	
		Construction	-	-	650	-	-	-	650	
		Total	50	-	650	-	-	-	650	
114	Replacement of watermain on Simcoe St. from Canadian National Railway to John St., Beaverton	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	1,340	-	-	-	-	1,340	
		Total	-	1,340	-	-	-	-	1,340	
115	Replacement of watermain on Simcoe St. from Beaverton Water Supply Plant to 60 m west of Canadian National Railway, Beaverton	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	1,340	-	-	-	1,340	
		Total	-	-	1,340	-	-	-	1,340	
116	Replacement of watermain on James St. from Main St. to Centre St./Highland Crt., Beaverton	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	580	-	-	-	-	580	
		Total	-	580	-	-	-	-	580	
117	Replacement of watermain on King St. from Mara Rd. to dead-end, Beaverton	Pre-Construction	-	-	-	200	-	-	200	
		Construction	-	-	-	1,100	-	-	1,100	
		Total	-	-	-	1,300	-	-	1,300	
118	Allowance for replacement of watermains in various locations	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	-	-	18,966	18,966	
		Total	-	-	-	-	-	18,966	18,966	
119	Allowance for the evaluation of feeder mains/water mains at creek crossings	Pre-Construction	-	-	-	-	-	-	-	
		Construction	75	75	75	75	75	-	300	
		Total	75	75	75	75	75	-	300	
120	Allowance for construction of services in unserved areas in response to requests or petitions	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	200	200	200	200	1,000	1,800	
		Total	-	200	200	200	200	1,000	1,800	
121	Zone 1 feeder main on Bayly St. from Toy Ave. to Pickering Beach Rd., Pickering/Ajax	Pre-Construction	-	-	1,500	-	-	-	1,500	
		Construction	-	-	-	-	20,400	-	20,400	
		Total	-	-	1,500	-	20,400	-	21,900	

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)
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<div> <div>  <div> Durham Budget 2023 </div> </div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
122	Zone 2 feedermain on Taunton Rd. from Westney Rd. to 200 m west of Harwood Ave., Ajax	Pre-Construction	-	-	-	-	-	-
		Construction	-	3,000	-	-	-	3,000
		Total	-	3,000	-	-	-	3,000
123	Zone 2 feedermain on William Jackson Dr. & Taunton Rd. from Earl Grey Ave. to Ravenscroft Rd., Pickering/ Ajax	Pre-Construction	-	-	-	-	-	-
		Construction	7,900	-	-	-	-	-
		Total	7,900	-	-	-	-	-
124	Zone 2 feedermain on Church St. from south side of the hydro right of way to Taunton Rd., Ajax	Pre-Construction	800	-	-	-	-	-
		Construction	3,400	-	-	-	-	-
		Total	4,200	-	-	-	-	-
125	Watermain on Hunt St. from Westney Rd. to Harwood Ave., Ajax	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	1,600	-	-	1,600
		Total	-	-	1,600	-	-	1,600
126	Zone 1 feedermain from Whitby Water Supply Plant to Thornton Rd., Whitby/Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	9,000	7,000	7,000	-	23,000
		Total	-	9,000	7,000	7,000	-	23,000
127	Zone 1 feedermain on Manning Rd. from Anderson St. to Hydro corridor., Whitby	Pre-Construction	-	-	-	-	-	-
		Construction	-	1,840	-	-	-	1,840
		Total	-	1,840	-	-	-	1,840
128	Zone 1 West Whitby feedermain on Brock St./Victoria St. to Rossland Rd., Whitby	Pre-Construction	-	-	-	600	650	1,250
		Construction	-	-	-	-	-	-
		Total	-	-	-	600	650	1,250
129	Zone 3 feedermain on Garrard Rd. from north of the Mid-Block Arterial to Winchester Rd., Whitby (East Loop)	Pre-Construction	-	-	-	-	-	-
		Construction	-	6,400	-	-	-	6,400
		Total	-	6,400	-	-	-	6,400
130	Zone 3 feedermain on Winchester Rd. from Cachet Blvd. to Garrard Rd., Whitby (East Loop)	Pre-Construction	-	-	-	-	-	-
		Construction	-	1,100	-	-	-	1,100
		Total	-	1,100	-	-	-	1,100

# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)


Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b> <span>2023</span>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
131	Zone 3 feedermain on Conlin Rd. from Anderson St. to Thickson Rd., Whitby (Region's share only)	Pre-Construction	-	-	-	-	-	-	-
		Construction	1,000	-	-	-	-	-	-
		Total	1,000	-	-	-	-	-	-
132	Zone 3 feedermain on Mid-Block Arterial from Lynde Creek to Ashburn Rd., Whitby (West Loop) (Region's share only)	Pre-Construction	-	-	-	-	-	-	-
		Construction	5,600	-	-	-	-	-	-
		Total	5,600	-	-	-	-	-	-
133	Zone 3 feedermain on Ashburn Rd. from Amanda Ave. to Columbus Rd., Whitby (West Loop) (Region's share only)	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	5,950	-	-	-	-	5,950
		Total	-	5,950	-	-	-	-	5,950
134	Zone 3 feedermain on Columbus Rd. from Ashburn Rd. to 360 m east of Ashburn Rd., Whitby (West Loop) (Region's share only)	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	1,260	-	-	-	-	1,260
		Total	-	1,260	-	-	-	-	1,260
135	Zone 3 feedermain on Columbus Rd. from Ashburn Rd. to Country Lane, Whitby (West Loop) (Region's Share only)	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	-	-	5,850	-	5,850
		Total	-	-	-	-	5,850	-	5,850
136	Zone 4 feedermain from Thickson Rd. Zone 4 water pumping station to Zone 4 Reservoir, Whitby	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	-	-	-	28,600	28,600
		Total	-	-	-	-	-	28,600	28,600
137	Zone 4 feedermain on Brawley Rd. from Ashburn Rd. to Duffs Rd., Whitby	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	6,475	-	-	-	-	6,475
		Total	-	6,475	-	-	-	-	6,475
138	Zone 4 feedermain on Ashburn Rd. from Brawley Rd. to Mid-block., Whitby	Pre-Construction	-	700	-	-	-	-	700
		Construction	-	-	-	-	-	8,100	8,100
		Total	-	700	-	-	-	8,100	8,800
139	Zone 4 feedermain on Columbus Rd. from Thickson Rd. to Ritson Rd., Whitby/Oshawa	Pre-Construction	-	1,500	-	-	-	-	1,500
		Construction	-	-	-	17,900	-	-	17,900
		Total	-	1,500	-	17,900	-	-	19,400



# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)


Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast						
Expenditure Category			2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
140	Watermain on Britannia Ave. from Thornton Rd. to Windfields Farm Dr., Oshawa		Pre-Construction	750	-	-	-	-	-
			Construction	-	-	1,250	-	-	1,250
	Total			750	-	1,250	-	-	1,250
141	Watermain on local road from Windfields Farm Dr. to Winchester Rd., Oshawa		Pre-Construction	-	-	150	-	-	150
			Construction	-	-	-	1,100	-	1,100
	Total			-	-	150	1,100	-	1,250
142	Watermain on Stevenson Rd. from Taunton Rd. to Conlin Rd., Oshawa		Pre-Construction	-	300	-	-	-	300
			Construction	-	-	2,200	-	-	2,200
	Total			-	300	2,200	-	-	2,500
143	Watermain on Thornton Rd. from 100 m North of Conlin Rd. within the Northwood Employment Area, Oshawa		Pre-Construction	-	-	-	-	-	-
			Construction	150	-	-	-	-	-
	Total			150	-	-	-	-	-
144	Watermain modifications in conjunction with the twinning of northwest branch of Harmony Creek sub-trunk sanitary sewer from 200 m south of Beatrice St. to Ritson Rd., Oshawa		Pre-Construction	-	40	-	-	-	40
			Construction	-	135	-	-	-	135
	Total			-	175	-	-	-	175
145	Zone 3 feedermain on Conlin Rd. from Garrard Rd. to Ritson Rd.,Oshawa		Pre-Construction	-	-	-	-	-	-
			Construction	-	7,525	-	9,500	-	17,025
	Total			-	7,525	-	9,500	-	17,025
146	Zone 3 feedermain on Conlin Rd. from Ritson Rd. to Wilson Rd., Oshawa		Pre-Construction	-	-	-	-	-	-
			Construction	-	-	4,000	-	-	4,000
	Total			-	-	4,000	-	-	4,000
147	Zone 4 feedermain from Proposed Zone 4 Water Pumping Station at Harmony Reservoir to Proposed Winchester Zone 4 Reservoir, Oshawa		Pre-Construction	-	-	-	-	-	-
			Construction	-	-	17,000	-	-	17,000
	Total			-	-	17,000	-	-	17,000




# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
148	Zone 4 feedermain on Ritson Rd. from Columbus Rd. to Winchester Rd., Oshawa	Pre-Construction	-	600	-	-	-	600
		Construction	-	-	-	-	7,200	7,200
	Total	-	600	-	-	-	7,200	7,800
149	Zone 4 feedermain on Winchester Rd. from Ritson Rd. to Harmony Rd., Oshawa	Pre-Construction	-	600	-	-	-	600
		Construction	-	-	-	-	6,750	6,750
	Total	-	600	-	-	-	6,750	7,350
150	Zone 1 feedermain on Baseline Rd. from Prestonvale Rd. to Trulls Rd., Courtice	Pre-Construction	-	-	-	-	-	-
		Construction	-	3,650	-	-	-	3,650
	Total	-	-	3,650	-	-	-	3,650
151	Zone 1 feedermain on Prestonvale Rd. from Baseline Rd. to 950 m north of Baseline Rd., Courtice	Pre-Construction	-	-	-	-	-	-
		Construction	-	1,850	-	-	-	1,850
	Total	-	-	1,850	-	-	-	1,850
152	Zone 1 feedermain on easement from Townline Rd. to Prestonvale Rd., Courtice	Pre-Construction	-	-	-	-	-	-
		Construction	-	3,000	-	-	-	3,000
	Total	-	-	3,000	-	-	-	3,000
153	Zone 2 feedermain on Bloor St. from Townline Rd. to Trulls Rd., Courtice	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	-	350	350
	Total	-	-	-	-	-	350	350
154	Zone 1 feedermain on Lambs Rd. from Hwy No. 2 (King St.) to Zone 1 Liberty Street Reservoir, Bowmanville	Pre-Construction	-	-	-	-	-	-
		Construction	17,900	27,000	-	-	-	27,000
	Total	17,900	27,000	-	-	-	-	27,000
155	Zone 1 feedermain on Baseline Rd. from Bowmanville Ave. to Liberty St., Bowmanville	Pre-Construction	-	-	-	-	-	-
		Construction	-	2,400	2,400	3,000	-	7,800
	Total	-	2,400	2,400	-	3,000	-	7,800
156	Zone 1 feedermain from Bowmanville Water Supply Plant to Baseline Rd., Bowmanville	Pre-Construction	-	500	-	500	-	1,000
		Construction	-	-	-	-	10,600	10,600
	Total	-	500	-	500	-	10,600	11,600


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b> <span>2023</span>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
	2024			2025	2026	2027	2028-2032		
157	Zone 1 feedermain on Baseline Rd. from Liberty St. to Mearns Ave., Bowmanville	Pre-Construction	-	-	-	520	-	540	1,060
		Construction	-	-	-	-	-	2,500	2,500
		Total	-	-	-	520	-	3,040	3,560
158	Zone 2 feedermain on Liberty St. from Concession Rd. 3 and Concession Rd. 4 to Zone 2 Reservoir, Bowmanville	Pre-Construction	1,200	-	-	-	-	-	-
		Construction	-	-	-	8,300	-	-	8,300
		Total	1,200	-	-	8,300	-	-	8,300
159	Zone 1 feedermain from Arthur Street reservoir to future Zone 1 water storage facility, Newcastle	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	3,200	-	-	-	-	3,200
		Total	-	3,200	-	-	-	-	3,200
160	Zone 1 feedermain on Highway No. 2 (King Ave.) from Rudell Rd. to 200 m west of North St., Newcastle	Pre-Construction	120	-	-	-	-	-	-
		Construction	-	2,120	-	-	-	-	2,120
		Total	120	2,120	-	-	-	-	2,120
161	Zone 2 feedermain on Arthur St. from the Zone 2 pumping station to existing Andrew St. pumping station, Newcastle	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	4,800	-	-	-	-	4,800
		Total	-	4,800	-	-	-	-	4,800
162	Watermain on Grady Dr. from Whitehand Cres. to North St., Newcastle	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	850	-	-	-	-	850
		Total	-	850	-	-	-	-	850
163	Watermain on Concession Rd. 5 to service the westerly portion of the Beaverton Avenue Employment Area A, Brock	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	2,450	-	-	-	-	2,450
		Total	-	2,450	-	-	-	-	2,450
164	Water Meter installation and replacement	Pre-Construction	-	-	-	-	-	-	-
		Construction	3,000	2,814	3,100	4,000	5,000	32,500	47,414
		Total	3,000	2,814	3,100	4,000	5,000	32,500	47,414
165	Depots - Replacement of polybutylene service connections in various locations	Pre-Construction	-	-	-	-	-	-	-
		Construction	50	50	-	-	-	-	50
		Total	50	50	-	-	-	-	50


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
166	Replacement of lead service connection in various locations	Pre-Construction	-	-	-	-	-	-
		Construction	450	1,000	1,000	1,000	1,000	25,000
		Total	450	1,000	1,000	1,000	1,000	29,000
167	Replacement of valves	Pre-Construction	-	-	-	-	-	-
		Construction	400	450	450	500	600	4,400
		Total	400	450	450	500	600	6,400
168	Valve Chamber Condition Assessment and inspections	Pre-Construction	-	-	-	-	-	-
		Construction	450	450	450	450	-	1,350
		Total	450	450	450	450	-	1,350
169	Replacement of hydrants	Pre-Construction	-	-	-	-	-	-
		Construction	200	250	250	300	350	2,500
		Total	200	250	250	300	350	3,650
Linear Infrastructure Subtotal		64,491	134,883	74,439	84,315	59,235	233,521	586,393
Buildings and Structures								
170	Expansion of the Ajax Water Supply Plant from 163.6 MLD to 327 MLD, Ajax	Pre-Construction	-	12,500	-	-	-	12,500
		Construction	-	-	-	-	138,500	-
		Total	-	12,500	-	-	138,500	151,000
171	Proposed Ajax Zone 1 Water Storage facility - 11 ML, Ajax	Pre-Construction	-	1,200	-	-	-	1,200
		Construction	-	-	-	12,700	-	12,700
		Total	-	1,200	-	12,700	-	13,900
172	Expansion of the Whitby Water Supply Plant from 109 MLD to 218 MLD, Whitby	Pre-Construction	-	-	-	-	-	-
		Construction	13,500	15,500	-	218,800	-	234,300
		Total	13,500	15,500	-	218,800	-	234,300
173	Whitby Water Supply Plant - Plant 1 Upgrades and Rehabilitation Works proposed works to include but not limited to building envelope improvements, filter treatment process upgrades, rehabilitation works for electrical, mechanical and process systems	Pre-Construction	-	-	-	-	2,500	-
		Construction	-	-	-	-	-	17,300
		Total	-	-	-	-	2,500	19,800


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
174	Garrard Rd. Zone 1 Reservoir Expansion from 31 ML to 50 ML and Zone 2 pumping station expansion, Whitby	Pre-Construction	-	-	2,000	-	-	-	2,000
		Construction	-	-	-	-	-	17,200	17,200
		Total	-	-	2,000	-	-	17,200	19,200
175	Garrard Rd. Zone 3 Water Pumping Station - upgrades, Whitby	Pre-Construction	-	-	-	-	-	-	-
		Construction	1,740	-	-	-	-	-	-
		Total	1,740	-	-	-	-	-	-
176	Thickson Rd. Zone 3 Water Pumping Station Expansion to 22.7 MLD, Whitby	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	11,800	-	-	-	-	11,800
		Total	-	11,800	-	-	-	-	11,800
177	Proposed Zone 4 Pumping Station at the Thickson Rd. Reservoir, Whitby	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	1,000	-	-	-	1,000
		Total	-	-	1,000	-	-	-	1,000
178	Proposed Whitby Zone 4 Storage Facility - 13 ML, Whitby	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	35,600	-	-	-	35,600
		Total	-	-	35,600	-	-	-	35,600
179	Proposed Whitby Zone 4 & 5 Pumping Station at Duffs Rd. Reservoir and feedermain, Whitby	Pre-Construction	2,300	-	-	-	-	-	-
		Construction	-	-	-	-	12,000	-	12,000
		Total	2,300	-	-	-	12,000	-	12,000
180	Oshawa Water Supply Plant - break wall modifications	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	1,120	-	-	-	-	1,120
		Total	-	1,120	-	-	-	-	1,120
181	Taunton Rd. Zone 2 Reservoir Expansion from 13 ML to 27 ML, Oshawa	Pre-Construction	-	-	2,000	-	-	-	2,000
		Construction	-	-	-	-	17,000	-	17,000
		Total	-	-	2,000	-	17,000	-	19,000
182	Grandview Zone 2 Pumping Station Expansion, Oshawa	Pre-Construction	-	-	2,000	-	-	-	2,000
		Construction	-	-	-	-	8,000	-	8,000
		Total	-	-	2,000	-	8,000	-	10,000


Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
183	Taunton Rd. Zone 3 Water Pumping Station Expansion from 27 ML to 75 ML, Oshawa	Pre-Construction	-	1,000	-	4,000	-	-	5,000
		Construction	-	-	-	-	-	20,000	20,000
		Total	-	1,000	-	4,000	-	20,000	25,000
184	Harmony Rd. Zone 3 Reservoir Expansion, Oshawa	Pre-Construction	-	600	-	1,500	-	-	2,100
		Construction	-	-	-	-	-	6,000	6,000
		Total	-	600	-	1,500	-	6,000	8,100
185	Proposed Zone 4 Pumping Station at the Harmony Rd. Reservoir, Oshawa	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	8,000	-	-	-	8,000
		Total	-	-	8,000	-	-	-	8,000
186	Proposed Oshawa Zone 4 Water Storage Facility - 16 ML, Oshawa	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	-	-	44,800	-	44,800
		Total	-	-	-	-	44,800	-	44,800
187	Proposed Zone 5 Pumping Station at Harmony Rd. Reservoir and feedermain, Oshawa	Pre-Construction	1,000	-	-	-	-	-	-
		Construction	-	-	10,200	-	-	-	10,200
		Total	1,000	-	10,200	-	-	-	10,200
188	Hortop Water Pumping Station - pumping station replacement, Oshawa	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	10,600	-	-	-	10,600
		Total	-	-	10,600	-	-	-	10,600
189	Bowmanville Water Supply Plant Expansion from 36 MLD to 55 MLD	Pre-Construction	-	-	4,000	-	-	-	4,000
		Construction	-	-	-	-	-	55,000	55,000
		Total	-	-	4,000	-	-	55,000	59,000
190	Proposed Liberty Street Zone 1 Reservoir 11 ML and demolition of the existing elevated tank	Pre-Construction	-	-	-	-	-	-	-
		Construction	17,200	-	-	1,500	-	-	1,500
		Total	17,200	-	-	1,500	-	-	1,500
191	Proposed Zone 2 Pumping Station at the Zone 1 Reservoir - Bowmanville	Pre-Construction	-	-	-	-	-	-	-
		Construction	6,300	-	-	-	-	-	-
		Total	6,300	-	-	-	-	-	-


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b> <span>2023</span>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
		2024			2025	2026	2027	2028-2032		
192	Bowmanville Zone 2 reservoir expansion	Pre-Construction	-	600	-	1,325	-	-	1,925	
		Construction	-	-	-	-	-	7,700	7,700	
		Total	-	600	-	1,325	-	7,700	9,625	
193	Newcastle Water Supply Plant - demolition of plant No.1	Pre-Construction	1,000	-	-	-	-	-	-	
		Construction	-	3,400	-	-	-	-	3,400	
		Total	1,000	3,400	-	-	-	-	3,400	
194	Proposed Zone 1 Newcastle Reservoir 11 ML	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	16,500	-	-	-	16,500	
		Total	-	-	16,500	-	-	-	16,500	
195	Proposed Zone 2 Newcastle Water Pumping Station	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	11,200	-	-	-	11,200	
		Total	-	-	11,200	-	-	-	11,200	
196	Proposed Zone 2 Newcastle Reservoir	Pre-Construction	-	-	-	500	-	1,600	2,100	
		Construction	-	-	-	-	-	6,350	6,350	
		Total	-	-	-	500	-	7,950	8,450	
197	Proposed Zone 1 Orono Storage Facility 1 ML	Pre-Construction	-	-	-	-	-	1,500	1,500	
		Construction	-	-	-	-	-	-	-	
		Total	-	-	-	-	-	1,500	1,500	
198	Scugog Water Supply System - Alternative Water Supply Source	Pre-Construction	2,000	-	-	-	-	-	-	
		Construction	1,000	-	27,900	-	-	-	27,900	
		Total	3,000	-	27,900	-	-	-	27,900	
199	Port Perry Water Storage Facility - additional capacity 2.8 ML and watermain	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	16,200	-	-	-	16,200	
		Total	-	-	16,200	-	-	-	16,200	
200	Blackstock Water Supply System - upgrades to Municipal Well No. 7	Pre-Construction	-	-	-	-	-	-	-	
		Construction	350	-	-	-	-	-	-	
		Total	350	-	-	-	-	-	-	

# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b> <span>2023</span>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
	2024			2025	2026	2027	2028-2032		
201	Greenbank Water Supply System - Replacement of Municipal Well 1 and 6 with rehabilitation work at the pumphouse	Pre-Construction	1,000	-	-	-	-	-	-
		Construction	-	-	-	-	4,000	4,000	
		Total	1,000	-	-	-	4,000	4,000	
202	Uxbridge Water Supply System - New Well and Pumphouse	Pre-Construction	500	-	-	-	-	-	-
		Construction	-	-	4,220	-	-	-	4,220
		Total	500	-	4,220	-	-	-	4,220
203	Uxbridge Water Supply System - Municipal Well No. 7 Replacement	Pre-Construction	500	-	1,000	-	-	-	1,000
		Construction	-	-	-	-	-	5,000	5,000
		Total	500	-	1,000	-	-	5,000	6,000
204	Expansion of Quaker Hill Reservoir from 2.8 ML to 5.2 ML, Uxbridge	Pre-Construction	-	1,200	-	-	-	-	1,200
		Construction	-	-	-	-	6,800	-	6,800
		Total	-	1,200	-	-	6,800	-	8,000
205	Sunderland Water Supply System - New Well and Pumphouse with standby power (DC602)	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	5,000	-	-	-	-	5,000
		Total	-	5,000	-	-	-	-	5,000
206	Sunderland Water Supply System - New Well and Pumphouse with standby power (DC603)	Pre-Construction	-	-	-	-	-	7,000	7,000
		Construction	-	-	-	-	-	-	-
		Total	-	-	-	-	-	7,000	7,000
207	Sunderland Water Supply System - Elevated Water Storage Tank (2.2 ML) and removal of the existing standpipe	Pre-Construction	-	-	-	-	-	1,000	1,000
		Construction	-	-	-	-	-	8,000	8,000
		Total	-	-	-	-	-	9,000	9,000
208	Cannington Water Supply System - New Well and Pumphouse with standby power (DC601)	Pre-Construction	-	-	-	-	1,000	1,500	2,500
		Construction	-	-	-	-	-	6,000	6,000
		Total	-	-	-	-	1,000	7,500	8,500
209	Cannington Water Supply System - Additional Water Storage from 1.4 ML to 3.0 ML	Pre-Construction	-	-	-	-	1,000	1,200	2,200
		Construction	-	-	-	-	-	8,000	8,000
		Total	-	-	-	-	1,000	9,200	10,200



# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)


Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div>Durham Budget</div><div>2023</div></div>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
			2024	2025	2026	2027	2028-2032			
210	Beaverton Water Supply Plant Expansion	Pre-Construction	-	-	-	1,000	-	2,400	3,400	
		Construction	-	-	-	-	-	30,000	30,000	
		Total	-	-	-	1,000	-	32,400	33,400	
211	Beaverton - additional Water Storage from 2 ML to 4.8 ML	Pre-Construction	500	-	1,000	-	-	-	1,000	
		Construction	-	-	-	-	8,000	-	8,000	
		Total	500	-	1,000	-	8,000	-	9,000	
212	Water Tower inspections, condition assessment and rehabilitation works	Pre-Construction	-	100	-	-	100	300	500	
		Construction	-	400	-	-	400	1,200	2,000	
		Total	-	500	-	-	500	1,500	2,500	
213	Reservoir inspections, condition assessment and minor rehabilitation works	Pre-Construction	-	-	-	-	-	-	-	
		Construction	300	-	300	300	300	1,500	2,400	
		Total	300	-	300	300	300	1,500	2,400	
214	Wellhead protection at Regional well sites	Pre-Construction	-	-	-	-	-	-	-	
		Construction	800	800	800	800	800	4,000	7,200	
		Total	800	800	800	800	800	4,000	7,200	
215	Water Supply Plants - Asset Management Remediation and Rehabilitation works	Pre-Construction	-	-	-	-	-	8,000	8,000	
		Construction	-	-	-	-	-	32,500	32,500	
		Total	-	-	-	-	-	40,500	40,500	
216	New Concrete Floor in Sign Shed - Ajax Depot	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	58	-	-	-	-	58	
		Total	-	58	-	-	-	-	58	
217	Replace Fire Panel and Smoke Detector - Ajax WSP	Pre-Construction	142	-	-	-	-	-	-	
		Construction	-	285	-	-	-	-	285	
		Total	142	285	-	-	-	-	285	
218	Roof Replacement - Ajax WSP	Pre-Construction	-	160	-	-	-	-	160	
		Construction	-	-	560	-	-	-	560	
		Total	-	160	560	-	-	-	720	




# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div> <div>  <div> <div>Durham</div> <div>Budget</div> </div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
220	Access Ladder Repair/Replacement Project - Various Locations	Pre-Construction	-	-	-	-	-	-
		Construction	15	-	-	-	-	-
		Total	15	-	-	-	-	-
221	Construction of Mezzanine in Fleet Bay 1 - Orono Depot	Pre-Construction	-	-	-	-	-	-
		Construction	-	67	-	-	-	67
		Total	-	67	-	-	-	67
222	Thermal Glass Panels for Rollup Doors and Door Operators - Orono Depot	Pre-Construction	-	-	-	-	-	-
		Construction	-	66	-	-	-	66
		Total	-	66	-	-	-	66
223	Replacement of Fire System - Oshawa/Whitby Depot	Pre-Construction	-	-	-	-	-	-
		Construction	67	-	-	-	-	-
		Total	67	-	-	-	-	-
225	Repairs and Epoxy Coat Fleet Bay Concrete Floors & Repairs to Floor Drains in Fleet Bays - Scugog Depot	Pre-Construction	-	-	-	-	-	-
		Construction	-	69	-	-	-	69
		Total	-	69	-	-	-	69
226	Replace Existing Asphalt in Various Location - Scugog Depot	Pre-Construction	-	-	10	-	-	10
		Construction	-	-	-	123	-	123
		Total	-	-	10	123	-	133
227	Widening of Existing Canopy Entrance - Sunderland Depot	Pre-Construction	8	-	-	-	-	-
		Construction	-	42	-	-	-	42
		Total	8	42	-	-	-	42


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast						
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total	
228	Paving of Rear Yard and Site Repairs - Orono Depot	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	-	-	122	122	122
		Total	-	-	-	-	122	122	122
229	Roof Replacement on Vehicle Storage Bays - Orono Depot	Pre-Construction	27	-	-	-	-	-	-
		Construction	-	173	-	-	-	173	173
		Total	27	173	-	-	-	173	173
230	Front Entrance Automatic Gate - Oshawa WSP	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	175	-	-	-	175	175
		Total	-	175	-	-	-	175	175
231	Metering Chamber Drainage - Oshawa WSP	Pre-Construction	-	-	-	-	-	-	-
		Construction	595	-	-	-	-	-	-
		Total	595	-	-	-	-	-	-
232	Rectification of Drainage Problem near Metering Chamber - Oshawa WSP	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	-	-	231	231	231
		Total	-	-	-	-	231	231	231
233	Repairs to Building Envelope - Oshawa WSP	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	135	-	-	-	135	135
		Total	-	135	-	-	-	135	135
234	Replace Floor Access Panels and Sleeves - Oshawa WSP	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	150	-	-	-	150	150
		Total	-	150	-	-	-	150	150
235	RTU's 1 2 3 4 Replacement - Oshawa WSP	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	1,094	-	-	-	1,094	1,094
		Total	-	1,094	-	-	-	1,094	1,094
236	RTU's 1 2 3 4 Replacement - Oshawa WSP	Pre-Construction	457	-	-	-	-	-	-
		Construction	-	-	-	-	-	-	-
		Total	457	-	-	-	-	-	-


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.


<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
237	Water Damage on Window System - Oshawa WSP	Pre-Construction	-	49	-	-	-	49
		Construction	-	107	-	-	-	107
		Total	-	107	-	-	-	156
238	Front Foyer Concrete Wall/Floor Repair - Bowmanville WSP	Pre-Construction	-	65	-	-	-	65
		Construction	-	-	-	-	-	-
		Total	-	65	-	-	-	65
239	Renovation & Optimization - 101 Consumers	Pre-Construction	-	-	-	-	-	-
		Construction	310	-	-	-	-	-
		Total	310	-	-	-	-	-
240	Depot Rationalization - Ajax Depot Expansion	Pre-Construction	1,667	-	-	-	-	-
		Construction	-	11,667	-	-	-	11,667
		Total	1,667	11,667	-	-	-	11,667
241	Installation of Fencing - Plants North - Blackstock Well #6	Pre-Construction	-	-	-	-	-	-
		Construction	-	65	-	-	-	65
		Total	-	65	-	-	-	65
242	20 Bay Cold Vehicle Storage - Orono Depot Expansion	Pre-Construction	-	-	-	-	73	73
		Construction	-	-	-	-	1,192	1,192
		Total	-	-	-	-	1,265	1,265
243	Salt and Brine Storage Building - Orono Depot Expansion	Pre-Construction	-	-	-	-	117	117
		Construction	-	-	-	-	1,050	1,050
		Total	-	-	-	-	1,167	1,167
244	Depot Rationalization - New Oshawa/Whitby Depot	Pre-Construction	12,667	1,667	-	-	-	1,667
		Construction	-	55,000	-	-	-	55,000
		Total	12,667	56,667	-	-	-	56,667
245	New 16 Bay Cold Vehicle Storage - Scugog Depot Expansion	Pre-Construction	-	-	73	-	-	73
		Construction	-	-	-	993	-	993
		Total	-	-	73	993	-	1,066

# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.


<div><div>Durham Budget</div><div>2023</div></div>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
	2024			2025	2026	2027	2028-2032		
246	New Salt and Brine Storage Facility - Scugog Depot Expansion	Pre-Construction	-	-	-	100	-	-	100
		Construction	-	-	-	-	1,067	-	1,067
		Total	-	-	-	100	1,067	-	1,167
247	Additional Office Space - Scugog Depot	Pre-Construction	-	-	-	93	-	-	93
		Construction	-	-	-	-	407	-	407
		Total	-	-	-	93	407	-	500
248	Depot Rationalization - New Sunderland Depot	Pre-Construction	1,333	1,333	-	-	-	-	1,333
		Construction	-	-	14,000	-	-	-	14,000
		Total	1,333	1,333	14,000	-	-	-	15,333
249	Repairs and Epoxy Coat Fleet Bay Concrete Floors & Repairs to Floor Drains in Fleet Bays - Scugog Depot	Pre-Construction	-	-	-	-	-	-	-
		Construction	16	-	-	-	-	-	-
		Total	16	-	-	-	-	-	-
Buildings and Structures Subtotal			67,294	72,540	224,197	242,814	243,667	257,035	1,040,253
Machinery & Equipment									
250	Ajax Water Supply Plant - Chlorine line replacement	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	750	-	-	-	-	750
		Total	-	750	-	-	-	-	750
251	Ajax Water Supply Plant - pump replacement with variable frequency drive	Pre-Construction	100	-	-	-	-	-	-
		Construction	-	500	-	-	-	-	500
		Total	100	500	-	-	-	-	500
252	Ajax Water Supply Plant - hyochlorite feed and control system upgrades	Pre-Construction	100	-	-	-	-	-	-
		Construction	500	-	-	-	-	-	-
		Total	600	-	-	-	-	-	-
253	Rosebank Rd. Water Pumping Station - Station upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch and Standby power	Pre-Construction	-	-	-	-	-	600	600
		Construction	-	-	-	-	-	2,100	2,100
		Total	-	-	-	-	-	2,700	2,700

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)
Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div> <div>  <div> Durham Budget 2023 </div> </div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
254	Cherrywood Water Pumping Station upgrades - pumps and feedermain, Pickering	Pre-Construction	250	-	-	-	-	-
		Construction	-	1,800	-	-	-	1,800
		Total	250	1,800	-	-	-	1,800
255	Cherrywood Water Pumping Station - Station upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch and Standby power	Pre-Construction	-	-	600	-	-	600
		Construction	-	-	-	2,100	-	2,100
		Total	-	-	600	2,100	-	2,700
256	Finch Ave. Elevated Water Storage Tank - Recoating	Pre-Construction	-	-	-	-	-	-
		Construction	-	65	-	-	-	65
		Total	-	65	-	-	-	65
257	Whitby Water Supply Plant - Valve Chamber upgrades	Pre-Construction	-	-	-	-	-	-
		Construction	-	1,100	-	-	-	1,100
		Total	-	1,100	-	-	-	1,100
258	Grandview Water Pumping Station - Station upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch, Standby power and Variable-frequency drive (VFD)	Pre-Construction	-	-	-	-	-	-
		Construction	-	2,500	-	-	-	2,500
		Total	-	2,500	-	-	-	2,500
259	Thickson Rd. Water Pumping Station - replacement of the motor control centre (MCC)	Pre-Construction	-	-	-	-	-	-
		Construction	-	50	-	-	-	50
		Total	-	50	-	-	-	50
260	Oshawa Water Supply Plant - Valve Chamber Upgrades	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	-	1,150	1,150
		Total	-	-	-	-	1,150	1,150
261	Oshawa Water Supply Plant - Replacement/rehabilitation of the sedimentation tanks, Header & Backwash valves, and piping	Pre-Construction	300	-	-	-	-	-
		Construction	-	-	-	-	2,900	2,900
		Total	300	-	-	-	2,900	2,900


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

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 <b>Durham</b> <b>Budget</b>		<b>2023</b>		<b>Forecast</b>					
		<b>Expenditure Category</b>	<b>2023 Proposed Budget</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028-2032</b>	<b>Forecast Total</b>
262	Oshawa Water Supply Plant - Replacement of the Motor Control Centre	Pre-Construction	-	-	-	-	-	500	500
		Construction	-	-	-	-	-	1,000	1,000
		Total	-	-	-	-	-	1,500	1,500
263	Oshawa Water Supply Plant - upgrading the uninterrupted power supply UPS	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	900	-	-	-	900
		Total	-	-	900	-	-	-	900
264	Oshawa Water Supply Plant - Rehabilitation of the filters 1 to 6	Pre-Construction	-	-	-	1,200	-	-	1,200
		Construction	-	-	-	3,000	-	8,400	11,400
		Total	-	-	-	4,200	-	8,400	12,600
265	Waverly Rd. Water Pumping Station - Station upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch and Standby power	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	2,450	-	-	-	2,450
		Total	-	-	2,450	-	-	-	2,450
266	Taunton Rd. Water Pumping Station and Reservoir - station improvements and replacement	Pre-Construction	500	-	-	-	-	-	-
		Construction	-	-	2,300	-	-	-	2,300
		Total	500	-	2,300	-	-	-	2,300
267	Bowmanville Water Supply Plant - Emergency Backwash piping and Filter bypass piping upgrades	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	200	-	-	-	200
		Total	-	-	200	-	-	-	200
268	Bowmanville Water Supply Plant - Filter Replacement	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	1,000	-	-	-	1,000
		Total	-	-	1,000	-	-	-	1,000
269	Bowmanville Zone 2 Reservoir - standby power with transfer switch	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	750	-	-	-	-	750
		Total	-	750	-	-	-	-	750
270	Bowmanville Water Supply Plant - header and pump replacement with associated piping rehabilitation/replacement	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	1,500	-	-	-	1,500
		Total	-	-	1,500	-	-	-	1,500


# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b>				Forecast					
		Expenditure Category	2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
271	Bowmanville Water Supply Plant - Chlorine line replacement	Pre-Construction	-	-	-	-	-	200	200
		Construction	-	-	-	-	-	1,400	1,400
		Total	-	-	-	-	-	1,600	1,600
272	Newcastle Water Supply Plant - Chlorine line replacement	Pre-Construction	-	-	-	-	-	200	200
		Construction	-	-	-	-	-	1,400	1,400
		Total	-	-	-	-	-	1,600	1,600
273	Newtonville Water Pumping Station - Station upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch and Standby power	Pre-Construction	-	-	-	-	-	600	600
		Construction	-	-	-	-	-	2,000	2,000
		Total	-	-	-	-	-	2,600	2,600
274	Orono Water Supply System - upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch, Standby power and uninterrupted power supply UPS	Pre-Construction	-	-	-	-	-	700	700
		Construction	-	-	-	-	-	2,200	2,200
		Total	-	-	-	-	-	2,900	2,900
275	Mill St. Water Pumping Station - Station upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch and Standby power	Pre-Construction	-	600	-	-	-	-	600
		Construction	-	-	-	-	-	2,000	2,000
		Total	-	600	-	-	-	2,000	2,600
276	Sunderland Standpipe Water Storage Tank - Recoating	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	800	-	-	-	800
		Total	-	-	800	-	-	-	800
277	Beaverton Water Supply Plant - upgrades Electrical System Study, Grounding Study, Replacement of the Motor Control Centre, Diesel transfer switch, Standby power, uninterrupted power supply (UPS) and Ultraviolet disinfection system	Pre-Construction	250	-	-	-	-	-	-
		Construction	-	-	-	-	2,600	-	2,600
		Total	250	-	-	-	2,600	-	2,600

# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)


Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
278	Beaverton Water Supply Plant - Chlorine Solution line replacement	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	1,000	-	-	-	1,000
		Total	-	-	1,000	-	-	-	1,000
279	Beaverton Water Supply Plant - Filter modifications	Pre-Construction	-	-	-	-	-	2,000	2,000
		Construction	-	-	-	-	-	5,000	5,000
		Total	-	-	-	-	-	7,000	7,000
280	Automatic Bulk Water Dispensing System - Various	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	-	2,000	3,700	4,100	9,800
		Total	-	-	-	2,000	3,700	4,100	9,800
281	Emergency Generator Fuel Tank Compliance upgrades Phase 3 and Phase 4	Pre-Construction	-	-	-	-	-	-	-
		Construction	400	-	-	-	-	-	-
		Total	400	-	-	-	-	-	-
282	Replace Uninterrupted Power Supply (UPS) Batteries - Ajax WSP		50	-	-	-	-	-	-
283	Sulphuric Acid Pump Replacement - Ajax WSP		240	-	-	-	-	-	-
284	Sump Pump Systems - Ajax WSP		123	230	-	-	-	-	230
287	Integrated Control Technology - Security Project - Various Locations		307	-	-	-	-	-	-
288	48" Round Shoring - Sunderland Depot		-	3	-	-	-	3	6
290	Pipe Locator - Sunderland Depot		-	3	-	-	-	3	6
291	Pressure Washer - Sunderland Depot		-	3	3	-	-	-	6
292	Snow Fence Replacement - Sunderland Depot		-	-	-	-	-	6	6




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<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
2024	2025	2026	2027	2028-2032					
293	Temporary Traffic Control Sign replacement - Sunderland Depot		-	2	2	-	2	4	10
294	Trench box replacement - Sunderland Depot		-	-	-	-	-	5	5
295	Chlorine Analyzers - Plants East		-	-	-	30	-	30	60
296	Lab/Process Equipment - Plants East		-	-	11	-	-	-	11
297	Pump / Motor / Mixer Repair / Replacement - Plants East		80	50	50	-	-	-	100
298	Regulatory Instrumentation Replacement and Maintenance - Various Locations		30	95	145	40	120	125	525
299	SCADA / Communications / UPS - Plants East		-	25	-	-	-	-	25
300	SCADA Services - Maintenance - Plants East		-	305	175	190	205	705	1,580
301	Asphalt Content Ignition Furnace - Construction		-	-	-	-	-	7	7
302	Bar Pullout Tester - Construction		4	-	-	-	-	-	-
303	Bench Oven - Construction		5	-	-	-	-	-	-
304	Concrete End Grinder - Construction		8	-	-	-	-	-	-
305	Concrete Testing Equipment - Construction		-	-	-	-	-	8	8
306	Electronic Scale - Construction		-	-	-	-	-	3	3


Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b> <span>2023</span>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
	2024			2025	2026	2027	2028-2032		
307	Gyratory Compactor/Molds/Equipment - Construction		22	-	-	-	-	-	-
308	Lab Oven - Construction		-	-	-	-	-	4	4
309	Nuclear Densometer - Construction		3	-	5	-	-	-	5
310	Survey GPS Instrument - Construction		-	10	10	10	10	52	92
311	Survey Total Station Replacement - Construction		-	-	-	-	-	39	39
312	SCADA / Electrical / Communications / UPS - Plants North		-	30	-	-	-	-	30
313	Chlorine Analyzers - Plants Central		30	30	30	30	29	60	179
314	UPS Battery Replacements and Testing - Plants Central		40	-	-	-	-	-	-
315	Motor Control Centre - Plants Central - Harwood		-	250	-	-	-	-	250
316	SCADA Spare Parts/Lab Work Area - Oshawa WSP		-	11	13	-	-	-	24
317	WSP Post Chlorinator Replacement - Oshawa WSP		25	-	-	-	-	-	-
318	Replace Weigh Scale - Various Locations		35	-	-	-	-	-	-
319	Tank Liners - Whitby WSP		30	-	-	-	-	-	-
320	Flow Meter Replacements - WSP Pumping Stations		80	-	-	-	-	-	-

# Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div>Durham Budget</div><div>2023</div></div>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
			2024	2025	2026	2027	2028-2032			
321	Install Isolation Valve - Taunton Rd. Pumping Station	50	-	-	-	-	-	-		
322	Teleloggers - Environmental Services Design	-	5	5	5	5	20	40		
323	Integrated Control Technology - Security Project - Various Locations	3	-	-	-	-	-	-		
Machinery and Equipment Subtotal		3,565	9,167	10,599	7,105	8,771	39,524	75,166		
Information Technology										
324	Replacement of wireless WAN frequency Replacement	-	3,000	-	-	-	-	3,000		
325	Supervisory Control and Data Acquisition (SCADA) Plant North Improvements	-	-	-	5,500	-	-	5,500		
326	Supervisory Control and Data Acquisition (SCADA) Plant South Improvements	-	5,800	-	-	-	-	5,800		
327	Supervisory Control and Data Acquisition (SCADA) Plant East Improvements	-	-	2,800	-	-	-	2,800		
328	Fuel Management System & Infrastructure Replacement - Various Locations	-	-	216	-	-	-	216		
329	Standard Laptop	-	2	-	-	-	-	2		
330	PLC & Computer Scada Upgrades - Ajax WSP	-	100	-	-	-	-	100		
331	Water SCADA - Hardware, Software and Communications - Various Locations	-	935	161	100	273	272	1,741		
332	GIS Hardware (Monitors, backup devices and other) - Data System Management	5	-	-	-	-	-	-		
333	Power Laptop	15	22	2	6	6	7	43		

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div><div>2023</div></div></div></div>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
334	Computers & Monitors Refresh - Financial Services		149	228	175	272	225	1,004	1,904
335	Scanner and Wide Format Black & White Printer - Construction		-	-	-	22	-	-	22
336	SCADA Computers - Plants Central		-	10	-	-	-	-	10
337	SCADA Workstation - Plants Central		-	20	10	-	-	-	30
338	Power Laptop (with Monitor)		5	7	-	-	-	-	7
339	Tablet - Environmental Services Design		-	4	3	4	4	20	35
340	Tablet		6	-	-	-	-	-	-
341	Standard Laptop		1	-	-	-	-	-	-
342	Power Laptop		1	-	-	-	-	-	-
Information Technology Subtotal			182	10,128	3,367	5,904	508	1,303	21,210

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div><div><div><div><div></div></div></div><div><div><div></div></div></div><div><div><div></div></div></div></div><div><div><div></div></div></div><div><div><div></div></div></div></div><div>Durham</div><div>Budget</div><div>2023</div></div>	Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
Vehicles			2024	2025	2026	2027	2028-2032	
343	1/2 Ton Pick-up Truck - Various Locations	-	134	28	28	56	84	330
344	1 Ton High Roof Van - Ajax Depot	-	42	-	-	-	-	42
345	Forklift - Various Locations	-	25	-	-	-	-	25
346	Tractor - Ajax Depot	-	100	-	-	-	-	100
347	Rubber tire roller compaction unit - Orono Depot	-	20	-	-	-	-	20
348	Asphalt Grinder Attachement (Skid Steer Loader) - Oshawa/Whitby Depot	-	-	-	8	-	-	8
349	Hybrid PHEV SUV - Oshawa/Whitby Depot	850	-	-	-	-	-	-
350	Hybrid Van - Oshawa/Whitby Depot	-	17	-	-	-	-	17
351	Sidewalk Plow/Snowblower - Oshawa/Whitby Depot	-	-	-	-	-	50	50
352	Snow Blower for skid steer loader - Oshawa/Whitby Depot	-	10	-	-	-	-	10
353	Street Flusher - Oshawa/Whitby Depot	-	-	-	117	-	-	117
354	Street Sweeper attachment for Roadside Mower/Tractor - Oshawa/Whitby Depot	-	8	-	-	-	-	8
355	Tandem Axle Truck - Oshawa/Whitby Depot	-	-	-	-	-	83	83
356	Vactor 2100 - Oshawa/Whitby Depot	395	-	-	-	-	-	-

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div></div><div>2023</div></div></div>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
357	3/4 Ton Pick Up - Scugog Depot		-	28	-	-	-	-	28
358	Backhoe with Breaker Attachment - Sunderland Depot		-	125	-	-	-	-	125
Vehicles Subtotal			1,245	509	28	153	56	217	963
Furniture and Fixtures									
359	Office Furniture - Various Locations		-	8	7	1	-	-	16
360	Parts Cabinets - Ajax Depot		-	16	-	-	-	-	16
361	Heavy Duty Steel Racking for Materials Storage Building - Orono Depot		-	65	-	-	-	-	65
362	Parts Cabinets - Oshawa/Whitby Depot		-	108	-	-	-	-	108
363	Office Chairs - Financial Services		-	1	1	1	1	4	8
364	A/V Equipment and Technology Upgrades - Various Locations		10	10	10	10	10	20	60
Furniture and Fixtures Subtotal			10	208	18	12	11	24	273

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div><div><div><div><div></div></div></div><div><div><div></div></div></div><div><div><div></div></div></div></div><div><div><div></div></div></div><div><div><div></div></div></div></div><div>Durham Budget</div><div>2023</div></div>	Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
Allowances & Other Provisions			2024	2025	2026	2027	2028-2032	
365	Regional Water Supply Master Planning Study for the Regional Official Plan Review	250	-	-	-	-	800	800
366	Emergency Planning Updating Requirements	-	100	-	-	-	-	100
367	Asset Condition Assessments - Reports for Vertical Assets	100	-	290	100	300	1,396	2,086
368	Asset Condition Assessment/ investigation for transmission pipes	182	67	245	221	227	1,020	1,780
369	Master planning energy management	-	200	-	-	200	200	600
370	Allowance for acquisition of easements	100	100	100	100	100	500	900
371	Allowance for engineering studies	150	150	300	150	300	1,050	1,950
372	Climate Change Strategy Allowance	-	150	-	-	-	-	150
373	Allowance for Vulnerability Assessments for Water Supply Plants	-	350	-	350	-	-	700
374	Allowance for CTC Source Water Protection Plan related to the Lake Ontario Collaborative	-	500	300	400	1,500	2,200	4,900
375	Preliminary engineering	100	100	100	100	100	500	900
376	Allowance for sundry extensions as per Council policy - Various	15	15	15	15	15	75	135
377	Allowance for unknown requirements	100	100	100	100	100	500	900
378	Allowance for land severance review and drawing requirements	100	100	100	100	100	500	900

Appendix B: 2023-2032 Water Supply System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023.

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div><div>2023</div></div></div></div>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
379	Allowance for Regional share for works in conjunction with residential subdivision development		2,000	2,000	2,000	2,000	2,000	10,000	18,000
380	Allowance for Regional share for works in conjunction with non-residential development		500	500	500	500	500	2,500	4,500
381	Well interference works		400	400	400	400	1,000	5,000	7,200
Allowances & Other Provisions Subtotal			3,997	4,832	4,450	4,536	6,442	26,241	46,501
Water Supply System Subtotal			140,784	232,267	317,098	344,839	318,690	557,865	1,770,759
Total Water Supply System			140,784	232,267	317,098	344,839	318,690	557,865	1,770,759

\* Rows and columns may not add due to rounding

\*\* Pre-construction capital financing includes expenditures for land purchases, utility relocates, preliminary studies, design, etc.

\*\*\* Projects with regularly recurring expenditures include allowances, machinery and equipment, information technology, vehicles and furniture and fixtures, etc. do not include separate pre-construction and construction capital financing

\*\*\*\* Appendix B includes financing of the following development charge shortfalls as follows:

	2023	2024	2025	2026	2027	2028 - 2032	Grand Total
<b>DC Shortfall</b>							
Residential DC Shortfall	-	23,652	56,018	152,739	67,608	86,065	386,082
Commercial DC Shortfall	-	-	-	6,000	-	-	6,000
Institutional DC Shortfall	130	186	250	898	176	418	2,058
Industrial DC Shortfall	11,327	8,636	13,802	65,173	2,998	18,365	120,301
Total DC Shortfall	11,457	32,474	70,070	224,810	70,782	104,848	514,441
<b>Shortfall Financing Source</b>							
Rate Stabilization Reserve Fund - Water	-	-	-	61,627	29,025	16,396	107,048
Debenture - DC Funded	-	23,652	56,018	156,739	32,570	25,054	294,033
User Rate	11,457	8,822	14,052	6,444	9,187	63,398	113,360
Total Funding	11,457	32,474	70,070	224,810	70,782	104,848	514,441



Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div></div></div><div>2023</div></div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
Sanitary Sewerage System																
Linear Infrastructure																
1	R.R. 2A (Centre St). from King St. to Brock St. West, Oshawa	-	-	-	-	-	-	-	-	-	-	400	400	1,485	-	1,885
3	R.R. 16 ( Ritson Rd.) from Taunton Rd. to Conlin Rd., Oshawa	-	-	-	-	-	-	-	-	-	-	225	225	200	1,450	1,875
16	City of Oshawa Road Program	-	-	-	-	-	-	-	-	-	-	570	570	-	9,900	10,470
17	Municipality of Clarington Road Program	-	-	-	-	-	-	-	-	-	-	275	275	25	2,700	3,000
18	Township of Scugog Road Program	-	-	-	-	-	-	-	-	-	-	200	200	-	675	875
19	Township of Uxbridge Road Program	-	-	-	-	-	-	-	-	-	-	225	225	-	3,060	3,285
21	Allowance for unknown sanitary sewerage requirements in conjunction with area municipality road programs in various locations	-	-	-	-	-	-	-	-	-	-	200	200	-	1,800	2,000
24	Sanitary sewerage works to rectify identified system deficiencies independent of road programs in various locations	-	-	-	-	-	-	-	-	-	-	400	400	-	5,850	6,250
25	Rehabilitation of existing sanitary sewers in various locations	-	-	-	457	-	-	-	-	-	-	-	457	-	7,828	8,285
27	Trunk Sanitary Sewer Rehabilitation from Lord Elgin Park to Kingston Rd. (Highway No. 2), Ajax	-	-	-	-	-	-	-	-	-	-	250	250	-	11,000	11,250

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div></div>		Quantity	New / Replacement	2023 Proposed Financing									2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
28	Replacement of the trunk sanitary sewer from Harwood Ave. South and Edward St. through Lord Elgin Park to the intersection of Chadwick Dr. and Adams Dr., Ajax	-	-	-	1,600	-	-	-	-	-	-	-	1,600	1,705	-	3,305
29	Replacement of sanitary sewer between Birch Court and Glynn Rd., Ajax	-	-	-	-	-	-	-	-	-	-	150	150	-	500	650
30	Replacement of the sanitary sewer on High St. from Mary St. to Walnut St., Whitby	-	-	-	-	-	-	-	-	-	-	175	175	460	-	635
31	Replacement of sanitary sewer on Donovan Cres. from Walton Blvd. to 30 m east of Walton Blvd., Whitby	-	-	-	-	-	-	-	-	-	-	215	215	-	430	645
38	Replacement of sanitary sewer on Olive Ave from Simcoe St. to Drew St., Oshawa	-	-	-	-	-	-	-	-	-	-	260	260	1,605	-	1,865
41	Replacement of sanitary sewer on Conant St. from Myers Rd. to Nelson St., Oshawa	-	-	-	150	-	-	-	-	-	-	-	150	-	390	540
44	Replacement of sanitary sewer on Simcoe St. from Metcalf St. to Quebec St., Oshawa	-	-	-	150	-	-	-	-	-	-	-	150	925	-	1,075
46	Replacement of sanitary sewer on Mary St. from Rossland Rd. to Robert St., Oshawa	-	-	-	2,150	-	-	-	-	-	-	-	2,150	-	-	2,150
47	Replacement of forcemain on Wilmot Creek easement from Cobblelick Rd. to Toronto St., Newcastle	-	-	-	1,300	-	-	-	-	-	-	-	1,300	1,406	-	2,706
48	Replacement of sanitary sewer on First Ave. from Brock St. to Dominion St., Uxbridge	-	-	-	150	-	-	-	-	-	-	-	150	100	330	580
49	Evaluation of trunk sanitary sewers/gravity sewers at creek crossings	-	-	-	-	-	-	-	-	-	-	75	75	75	225	375
52	Sanitary Sewer on Meadow St. from Avalon St. to Manor Dr., Oshawa	-	-	-	-	-	-	-	-	-	-	100	100	-	260	360

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div><div></div></div></div><div><div><div><div></div></div></div></div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div>	Quantity	New / Replacement	2023 Proposed Financing									2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
57	Trunk Sanitary Sewer on Kingston Rd. (Highway No. 2) from east of Harwood Ave. to east of Galea Dr., Ajax	-	-	-	-	-	522	8,376	-	-	2,452	11,350	350	-	11,700
59	Thickson Rd. Sub-Trunk sanitary sewer from Glengowan St. to Conlin Rd., Whitby (Region's share only)	-	-	-	-	-	126	2,021	-	-	591	2,738	762	-	3,500
62	West Brooklin Trunk Sanitary Sewer from west of Cochrane St. to east of Highway No. 12, Whitby (Region's share only)	-	-	-	-	-	184	2,952	-	-	864	4,000	9,945	6,600	20,545
70	Sanitary Sewer on Thornton Rd. from Conlin Rd. within the Northwood Employment Area, Oshawa	-	-	-	-	-	74	1,181	-	-	346	1,601	2,450	-	4,051
74	Twinning of northwest branch of Harmony Creek Sub-Trunk Sanitary Sewer from Central Park Blvd. N. & Hillcroft St. to Beatrice St., Oshawa	-	-	-	-	-	-	-	-	-	150	150	-	2,520	2,670
81	Courtice Trunk Sanitary Sewer - Trulls Rd. from Bloor St. to future Adelaide Ave., Courtice	-	-	-	-	-	138	2,214	-	-	648	3,000	-	52,700	55,700
82	Courtice Trunk Sanitary Sewer - Adelaide Ave. from Trulls Rd. to Townline Rd., Courtice	-	-	-	-	1,874	405	6,494	-	-	26	8,799	-	53,400	62,199
85	Southeast Courtice Sub-Trunk Sanitary Sewer on future mid-block road from Trulls Rd. to Courtice Rd. & Courtice Rd. from mid-block to Bloor St., Courtice	-	-	-	-	-	244	3,911	-	-	1,145	5,300	-	-	5,300
Linear Infrastructure Subtotal			-	5,957	1,874	-	1,693	27,149	-	-	9,942	46,615	21,493	161,618	229,726


Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div></div><div><div>DURHAM REGION</div></div></div><div><div>Durham</div><div>Budget</div></div><div>2023</div></div></div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
Building and Structures																
101	Harmony Creek Sanitary Sewage Pumping Station - expansion and forcemain twinning, Oshawa	-		-	-	-	-	28	443	-	-	130	601	-	48,100	48,701
102	Expansion of the Conlin Rd. Sanitary Sewage Pumping Station and twinning of the forcemain, Oshawa	-		-	-	-	-	115	1,845	-	-	540	2,500	2,802	70,700	76,002
106	Expansion of Courtice Water Pollution Control Plant from 68 MLD to 136 MLD	-		-	-	-	-	26	168	-	-	806	1,000	-	153,400	154,400
109	Newcastle Water Pollution Control Plant - Capacity Re-rating from 4 MLD to 7 MLD	-		-	-	-	-	300	1,913	-	-	1,416	3,629	19,154	-	22,783
115	Sunderland Water Pollution Control Plant - Lagoon System, Brock	-		-	-	-	-	83	527	-	-	1,390	2,000	1,000	11,000	14,000
116	River St. Sanitary Sewage Pumping Station expansion, Brock	-		-	-	-	-	50	316	-	-	834	1,200	-	4,600	5,800
117	Cannington Water Pollution Control Plant - Lagoon System, Brock	-		-	-	-	-	83	527	-	-	1,390	2,000	1,074	11,500	14,574
118	Laidlaw St. Sanitary Sewage Pumping Station expansion, Brock	-		-	-	-	-	42	264	-	-	695	1,001	-	5,200	6,201
125	Depot Rationalization - Ajax Depot Expansion	-	New	-	-	-	-	-	-	-	1,667	-	1,667	-	-	1,667
126	Building J Roof Replacement - Corbett Creek WPCP	-	Replacement	-	-	-	-	-	-	-	-	82	82	-	-	82
128	Access Ladder Repair/Replacement Project - Various Locations	-	Replacement	-	-	-	-	-	-	-	-	641	641	-	-	641
129	Replacement Fire System - Vesda - Duffin Creek WPCP	-	Replacement	623	-	-	-	-	-	-	-	177	800	-	-	800

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

 <b>Durham Budget</b> <b>2023</b>		Quantity	New / Replacement	2023 Proposed Financing									2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
130	New Furniture in Office and Lab - Expansion - Environmental Lab	-	Replacement	11	-	-	-	-	-	-	-	11	22	-	-	22
136	Roof Replacement on Vehicle Storage Bays - Orono Depot	-	Replacement	-	-	-	-	-	-	-	-	27	27	-	-	27
139	Replacement of Fire System - Oshawa/Whitby Depot	-	Replacement	-	-	-	-	-	-	-	-	67	67	-	-	67
141	Depot Rationalization - New Oshawa/Whitby Depot	-	New	-	-	-	-	-	-	-	12,667	-	12,667	-	-	12,667
143	Repairs and Epoxy Coat Fleet Bay Concrete Floors & Repairs to Floor Drains in Fleet Bays - Scugog Depot	-	Replacement	-	-	-	-	-	-	-	-	7	7	-	-	7
148	Widening of Existing Canopy Entrance - Sunderland Depot	-	Replacement	-	-	-	-	-	-	-	-	8	8	-	-	8
149	Install Perimeter Fence - Pumping Stations Central - Cochrane St. SPS	-	Replacement	-	-	-	-	-	-	-	-	50	50	-	-	50
150	Renovation & Optimization - 101 Consumers	-	Replacement	-	442	-	-	-	-	-	-	-	442	-	-	442
151	Access Ladder Repair/Replacement Project - Duffin Creek WPCP	-	Replacement	454	-	-	-	-	-	-	-	128	582	-	-	582
152	Depot Rationalization - New Sunderland Depot	-	New	-	-	-	-	-	-	-	1,333	-	1,333	-	-	1,333
<b>Buildings &amp; Structures Subtotal</b>				<b>1,088</b>	<b>442</b>	<b>-</b>	<b>-</b>	<b>727</b>	<b>6,003</b>	<b>-</b>	<b>15,667</b>	<b>8,399</b>	<b>32,325</b>	<b>24,030</b>	<b>304,500</b>	<b>360,856</b>

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div></div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
Machinery & Equipment				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate			
	Central Duffin Creek Metering Building at 153 Valleyfarm Road and Finch Avenue meter replacement, Pickering	-		-	-	-	-	-	-	-	-	100	100	-	660
	Duffin Creek Water Pollution Control Plant - 154 Digester mixing improvements and Motor Control Centre Replacement, Pickering	-		15,830	-	-	-	-	-	-	-	5,620	21,450	19,400	64,700
	Duffin Creek Water Pollution Control Plant - 156 Remedial works and improvements in various locations throughout the plant	-		22,000	-	-	-	-	-	-	-	5,500	27,500	16,500	44,000
	Duffin Creek Water Pollution Control Plant - 157 Ammonia-based aeration control (ABAC) for Stage 1, 2 and 3	-		800	200	-	-	-	-	-	-	-	1,000	-	6,000
	Michael Blvd. Sanitary Sewerage Pumping 164 Station - replacement of the Motor Control Centre (MCC) and pump, Whitby	-		-	200	-	-	-	-	-	-	-	200	400	2,600
	Hanover Sanitary Sewage Pumping Station - 165 the replacement of pumps and forcemain, Whitby	-		-	100	-	-	-	-	-	-	-	100	700	800
	Simcoe St. Sanitary Sewerage Pumping 167 Station - Chemical Pump addition, Oshawa	-		-	-	-	-	-	-	-	-	250	250	-	825
	Lake Simcoe Water Pollution Control Plant - 173 Diffused Air System replacement and associated system upgrades	-		-	3,750	-	-	-	-	-	-	3,300	7,050	8,150	15,200
	Lake Simcoe Water Pollution Control Plant - 174 Replacement of Clarifier mechanisms	-		-	100	-	-	-	-	-	-	-	100	420	520
	Lake Simcoe Water Pollution Control Plant 176 and associated sanitary sewerage pumping stations - PLC and SCADA system upgrades	-		-	500	-	-	-	-	-	-	-	500	600	7,100

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div><div>2023</div></div></div></div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
179	Emergency Generator Fuel Tank Compliance upgrades Phase 3 and 5	-		-	-	-	-	-	-	-	-	1,700	1,700	3,364	-	5,064
181	Bar Pullout Tester - Construction	1	New	-	-	-	-	-	-	-	-	4	4	-	-	4
182	Bench Oven - Construction	1	New	-	-	-	-	-	-	-	-	5	5	-	-	5
183	Concrete End Grinder - Construction	1	New	-	-	-	-	-	-	-	-	8	8	-	-	8
186	Gyratory Compactor/Molds/Equipment - Construction	1	New	-	-	-	-	-	-	-	-	22	22	-	-	22
188	Nuclear Densometer - Construction	1	Replacement	-	-	-	-	-	-	-	-	3	3	-	-	3
195	Chemical Pump Replacement - Various Locations	2	Replacement	-	-	-	-	-	-	-	-	18	18	-	-	18
199	Grit Blower Rebuild - Courtice WPCP	1	Replacement	-	-	-	-	-	-	-	-	10	10	-	-	10
203	Analytical Balance Bench Scale - Duffin Creek WPCP	1	New	12	-	-	-	-	-	-	-	3	15	-	-	15
204	Auto Sampler Replacement - Duffin Creek WPCP	1	Replacement	20	-	-	-	-	-	-	-	5	25	-	-	25
206	BAS Server Replacement - Duffin Creek WPCP	1	Replacement	58	-	-	-	-	-	-	-	17	75	-	-	75
211	Chain and Flyght Replacement - Stage 3 Secondary Clarifier - Duffin Creek WPCP	1	Replacement	81	-	-	-	-	-	-	-	19	100	-	-	100
215	Dock Leveler Replacement - Duffin Creek WPCP	1	Replacement	23	-	-	-	-	-	-	-	7	30	-	-	30

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div></div></div><div><div><div></div></div></div><div><div><div></div></div></div></div><div>Durham</div><div>Budget</div><div>2023</div></div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
217	DR3900 Spectrophotometer - Duffin Creek WPCP	1	New	12	-	-	-	-	-	-	3	15	-	-	15
224	Integrated Control Technology - Security Project - Various Locations	6	New	-	-	-	-	-	-	-	311	311	-	-	311
230	Polymer Building PRAP Network Upgrades - Duffin Creek WPCP	1	Replacement	31	-	-	-	-	-	-	9	40	-	-	40
251	Secondary Clarifier (Circular) Gearbox - Duffin Creek WPCP	2	Replacement	195	-	-	-	-	-	-	45	240	-	-	240
263	Biochemical Oxygen Demand (BOD) Incubators - Environmental Lab	2	Replacement	20	-	-	-	-	-	-	20	40	-	-	40
264	Biological Oxygen Demand Analyzer - Environmental Lab	1	Replacement	6	-	-	-	-	-	-	5	11	-	-	11
267	Centrifuge (Inorganics) - Environmental Lab	1	Replacement	6	-	-	-	-	-	-	6	12	-	-	12
269	Digestion Block with Controllers - Environmental Lab	4	Replacement	40	-	-	-	-	-	-	40	80	-	-	80
270	Dishwasher - Environmental Lab	1	Replacement	5	-	-	-	-	-	-	5	10	-	-	10
274	Gas Chromatograph / Mass Spectrometer / MS (Extractables) - Environmental Lab	1	Replacement	-	300	-	-	-	-	-	-	300	-	-	300
282	Microscope - Environmental Lab	1	Replacement	-	75	-	-	-	-	-	-	75	-	-	75
290	Solids Manifold - Environmental Lab	2	Replacement	10	-	-	-	-	-	-	10	20	-	-	20
295	Water Purification System - Environmental Lab	1	Replacement	13	-	-	-	-	-	-	12	25	-	-	25



Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div></div>	Quantity	New / Replacement	2023 Proposed Financing									2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032
			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
298 RAS Piping - Nonquon WPCP	1	New	-	-	-	-	-	-	-	-	95	95	-	-	95
302 Backflow Preventer Device Replacement - Port Darlington WPCP	1	Replacement	-	-	-	-	-	-	-	-	29	29	-	-	29
309 Sodium Bisulfite HVAC - Port Darlington WPCP	1	Replacement	-	-	-	-	-	-	-	-	135	135	-	-	135
318 Install AC for Blower Room - Uxbridge Brook WPCP	1	New	-	-	-	-	-	-	-	-	50	50	-	-	50
321 Electrical Equipment Replacements - WPCP Pumping Stations	1	Replacement	-	-	-	-	-	-	-	-	50	50	-	-	50
324 Integrated Control Technology - Security Project - Duffin Creek WPCP	1	New	19	-	-	-	-	-	-	-	6	25	-	-	25
Machinery & Equipment Subtotal			39,181	5,225	-	-	-	-	-	-	17,422	61,829	49,534	37,985	149,347
Information Technology Infrastructure															
325 SCADA System Master Plan for the sanitary sewage pumping stations and implementation requirements	-		-	-	-	-	8	136	-	-	356	500	-	2,800	3,300
326 Standard Laptop	2	New	-	-	-	-	-	-	-	-	1	1	-	-	1
327 Power Laptop	12	New	-	-	-	-	-	-	-	-	13	13	-	-	13
330 GIS Hardware (Monitors, Backup Devices and Other) - Data System Management	1	Replacement	-	-	-	-	-	-	-	-	5	5	-	-	5
331 Tablet	1	New	-	-	-	-	-	-	-	-	2	2	-	-	2
331 Tablet	1	Replacement	-	-	-	-	-	-	-	-	4	4	-	-	4

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div><div>2023</div></div></div></div>		Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate					
333	SCADA Programming Software Upgrade (ifix) - Duffin Creek WPCP	1	Replacement	39	-	-	-	-	-	-	11	50	-	-	50	
334	SCADA Workstations (Desktops) - Duffin Creek WPCP	1	New	8	-	-	-	-	-	-	2	10	-	-	10	
335	Barcode Printers - Environmental Lab	4	Replacement	4	-	-	-	-	-	-	4	8	-	-	8	
337	LIMS Computer System - Environmental Lab	1	Replacement	-	100	-	-	-	-	-	-	100	-	-	100	
339	Power Laptop (with Monitor) - Various Locations	3	New	-	-	-	-	-	-	-	5	5	-	-	5	
341	Computers & Monitors Refresh - Financial Services	1	Replacement	-	-	-	-	-	-	-	265	265	-	-	265	
Information Technology Infrastructure Subtotal				51	100	-	-	8	136	-	-	668	963	-	2,800	3,763
Vehicles																
357	Vactor 2100 - Oshawa/Whitby Depot	1	New	-	-	-	-	-	-	-	395	395	-	-	395	
Vehicles Subtotal				-	-	-	-	-	-	-	395	395	-	-	395	
Furniture & Fixtures																
360	A/V Equipment and Technology Upgrades - Various Locations	1	New	-	-	-	-	-	-	-	10	10	-	-	10	
Furniture & Fixtures Subtotal				-	-	-	-	-	-	-	10	10	-	-	10	

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div></div>		Quantity	New / Replacement	2023 Proposed Financing							2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032		
Alliances & Other Provisions				Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
366	Regional Sewage Master Planning Study for the Regional Official Plan Review	-		-	-	-	-	27	443	-	-	130	600	800	800	2,200
367	Biosolids Master Plan	-		-	-	-	-	23	369	-	-	108	500	-	500	1,000
368	York Durham Sanitary Sewerage Master Plan	-		369	-	-	-	-	-	-	-	131	500	-	500	1,000
371	Asset Condition Assessments - Reports for the Vertical Assets	-		-	300	-	-	-	-	-	-	-	300	1,503	2,400	4,203
375	Allowance for acquisition of easements	-		-	-	-	-	-	-	-	-	100	100	-	900	1,000
376	Allowance for engineering studies	-		-	-	-	-	-	-	-	-	150	150	-	1,350	1,500
378	Preliminary engineering	-		-	-	-	-	-	-	-	-	100	100	-	900	1,000
379	Allowance for sundry extensions as per Council policy	-		-	-	-	-	-	-	-	-	15	15	-	135	150
380	Allowance for unknown requirements	-		-	-	-	-	-	-	-	-	100	100	-	900	1,000
381	Allowance for land severance review and drawing requirements	-		-	-	-	-	-	-	-	-	100	100	-	900	1,000
382	Allowance for Regional share for works in conjunction with residential subdivision development	-		-	-	-	-	92	1,476	-	-	432	2,000	-	18,000	20,000

Appendix C: 2023 Sanitary Sewerage System Capital Projects (\$,000's)

Provides financing details for capital projects proposed in 2023. See Appendix D for the comprehensive 2023 capital budget and 2024-2032 forecast

<div><div><div><div><div></div></div></div><div><div><div></div></div></div></div><div><div><div>Durham</div><div>Budget</div></div></div><div><div>2023</div></div></div>		Quantity	New / Replacement	2023 Proposed Financing							2023 Proposed Budget	Proposed Funding Prior to 2023	Forecast 2024-2032	Total Project to 2032	
			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate				
383	Allowance for Regional share for works in conjunction with non-residential development	-	-	-	-	-	23	369	-	-	108	500	-	4,500	5,000
384	Allowance for intensification	-	-	-	-	-	16	258	-	-	76	350	-	3,150	3,500
Allowances & Other Provisions Subtotal															
Sanitary Sewer System Subtotal															
Total Sanitary Sewerage System															

\* Rows and columns may not add due to rounding

\*\* Appendix C includes Other financing from York Recovery as follows:

	2023
Other	
Recovery From York	40,691
Total Other Financing	40,691

\*\*\* Appendix C includes Reserve financing as follows:

	Reserve Fund	2023
Asset Management Reserve Fund - Sewer		11,107
Rate Stabilization Reserve Fund - Sewer		442
Pre-Servicing of Employment Lands Reserve Fund - Sewer		-
Reserve Fund - Environmental Lab		475
Equipment Replacement Reserve		-
Total Reserve/Reserve Fund Financing		12,024

\*\*\*\* Appendix C includes financing of the following development charge shortfalls as follows:

	2023
DC Shortfall	
Residential DC Shortfall	0
Commercial DC Shortfall	0
Institutional DC Shortfall	169
Industrial DC Shortfall	10,215
Total DC Shortfall	10,384

	Shortfall Financing Source
Rate Stabilization Reserve Fund_Sewer	-
Debenture - DC Funded	-
User Rate	10,384
Total Funding	10,384


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.

<div><div><div><div><div></div></div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div> <div>2023</div>			Expenditure Category	2023 Proposed Budget	Forecast					
			2024	2025	2026	2027	2028-2032	Forecast Total		
Sanitary Sewerage System										
Linear Infrastructure										
1	R.R. 2A (Centre St). from King St. to Brock St. West, Oshawa	Pre-Construction	-	-	-	-	-	-		
		Construction	400	-	-	-	-	-		
		Total	400	-	-	-	-	-		
2	R.R. 14 (Liberty St.) from Baseline Rd. to King St., Bowmanville	Pre-Construction	-	-	-	-	-	-		
		Construction	-	-	-	-	6,400	-	6,400	
		Total	-	-	-	-	6,400	-	6,400	
3	R.R. 16 ( Ritson Rd.) from Taunton Rd. to Conlin Rd., Oshawa	Pre-Construction	225	-	-	-	-	-		
		Construction	-	-	1,450	-	-	-	1,450	
		Total	225	-	1,450	-	-	-	1,450	
4	R.R. 22 (Bayly St.) from Westney Rd. to Harwood Ave., Ajax	Pre-Construction	-	-	-	-	-	-		
		Construction	-	-	-	-	2,300	-	2,300	
		Total	-	-	-	-	2,300	-	2,300	
5	R.R. 36 (Hopkins St.) from Consumers Dr. to Dundas St., Whitby	Pre-Construction	-	220	-	-	-	-	220	
		Construction	-	-	-	-	-	1,450	1,450	
		Total	-	220	-	-	-	1,450	1,670	
6	R.R. 37 (Finch Ave.) from Altona Rd. to Brock Rd., Pickering	Pre-Construction	-	-	-	70	-	-	70	
		Construction	-	-	-	-	-	120	120	
		Total	-	-	-	70	-	120	190	
7	R.R. 52 (Thornton Rd.) from King St. to Stellar Dr., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	170	-	-	-	170	
		Total	-	-	170	-	-	-	170	


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.

 <b>Durham Budget</b> <b>2023</b>			Expenditure Category	2023 Proposed Budget	Forecast					
		2024			2025	2026	2027	2028-2032	Forecast Total	
8	R.R. 53 (Stevenson Rd.) from Highway 401 to Bond St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	870	-	-	-	870	
		Total	-	-	870	-	-	-	870	
9	R.R. 57 (Bowmanville Ave.) from Stevens Rd. to Nash Rd., Bowmanville	Pre-Construction	-	150	-	-	-	-	150	
		Construction	-	-	-	-	-	1,100	1,100	
		Total	-	150	-	-	-	1,100	1,250	
10	R.R. 59 (Gibb St.) from Stevenson Rd. to Simcoe St., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	-	450	-	450	
		Total	-	-	-	-	450	-	450	
11	R.R. 59 (Gibb St.)/Olive Ave. Extension from Drew St. to Ritson Rd., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	570	-	-	570	
		Total	-	-	-	570	-	-	570	
12	Allowance for sanitary sewers in conjunction with the Regional Road Program	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	300	-	8,600	8,900	
		Total	-	-	-	300	-	8,600	8,900	
13	City of Pickering Road Program	Pre-Construction	-	35	35	35	35	175	315	
		Construction	-	200	200	200	200	1,000	1,800	
		Total	-	235	235	235	235	1,175	2,115	
14	Town of Ajax Road Program	Pre-Construction	-	65	65	65	65	325	585	
		Construction	-	300	300	300	300	1,500	2,700	
		Total	-	365	365	365	365	1,825	3,285	
15	Town of Whitby Road Program	Pre-Construction	-	100	100	100	100	500	900	
		Construction	-	500	500	500	500	2,500	4,500	
		Total	-	600	600	600	600	3,000	5,400	


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.

 <b>Durham Budget</b> <b>2023</b>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
2024					2025	2026	2027	2028-2032		
16	City of Oshawa Road Program	Pre-Construction	170	200	200	200	200	1,000	1,800	
		Construction	400	900	900	900	900	4,500	8,100	
		Total	570	1,100	1,100	1,100	1,100	5,500	9,900	
17	Municipality of Clarington Road Program	Pre-Construction	75	75	75	75	75	375	675	
		Construction	200	225	225	225	225	1,125	2,025	
		Total	275	300	300	300	300	1,500	2,700	
18	Township of Scugog Road Program	Pre-Construction	50	10	10	10	10	50	90	
		Construction	150	65	65	65	65	325	585	
		Total	200	75	75	75	75	375	675	
19	Township of Uxbridge Road Program	Pre-Construction	75	50	50	50	50	250	450	
		Construction	150	290	290	290	290	1,450	2,610	
		Total	225	340	340	340	340	1,700	3,060	
20	Township of Brock Road Program	Pre-Construction	-	30	30	30	30	150	270	
		Construction	-	90	90	90	90	450	810	
		Total	-	120	120	120	120	600	1,080	
21	Allowance for unknown sanitary sewerage requirements in conjunction with area municipality road programs in various locations	Pre-Construction	200	200	200	200	200	1,000	1,800	
		Construction	-	-	-	-	-	-	-	
		Total	200	200	200	200	200	1,000	1,800	
22	Sanitary Sewer replacement in conjunction with the Metrolinx Toronto East Rail Corridor expansion to Bowmanville	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	3,100	-	-	-	-	3,100	
		Total	-	3,100	-	-	-	-	3,100	
23	Allowance for sanitary sewers in conjunction with the MTO & GO Transit projects	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	100	100	100	100	500	900	
		Total	-	100	100	100	100	500	900	
24	Sanitary sewerage works to rectify identified system deficiencies independent of road programs in various locations	Pre-Construction	-	-	-	-	-	-	-	
		Construction	400	650	650	650	650	3,250	5,850	
		Total	400	650	650	650	650	3,250	5,850	

# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)


Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.

<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
25	Rehabilitation of existing sanitary sewers in various locations	Pre-Construction	-	-	-	-	-	-
		Construction	457	490	338	1,000	1,000	7,828
		Total	457	490	338	1,000	1,000	7,828
26	Durham York Primary Trunk Sanitary Sewer System - Condition Assessment and Rehabilitation requirements (CCTV inspection, minor repair and rehabilitation works to be completed on Chamber 4 to 7)	Pre-Construction	-	-	3,000	-	-	17,375
		Construction	-	-	-	-	-	52,125
		Total	-	-	3,000	-	-	69,500
27	Trunk Sanitary Sewer Rehabilitation from Lord Elgin Park to Kingston Rd. (Highway No. 2),Ajax	Pre-Construction	250	-	-	-	-	-
		Construction	-	1,000	-	5,000	5,000	11,000
		Total	250	1,000	-	5,000	5,000	11,000
28	Replacement of the trunk sanitary sewer from Harwood Ave. south and Edward St. through Lord Elgin Park to the intersection of Chadwick Dr. and Adams Dr., Ajax	Pre-Construction	-	-	-	-	-	-
		Construction	1,600	-	-	-	-	-
		Total	1,600	-	-	-	-	-
29	Replacement of sanitary sewer between Birch Court and Glynn Road, Ajax	Pre-Construction	150	-	-	-	-	-
		Construction	-	500	-	-	-	500
		Total	150	500	-	-	-	500
30	Replacement of the sanitary sewer on High St. from Mary St. to Walnut St., Whitby	Pre-Construction	-	-	-	-	-	-
		Construction	175	-	-	-	-	-
		Total	175	-	-	-	-	-
31	Replacement of sanitary sewer on Donovan Cres. from Walton Blvd. to 30 m east of Walton Blvd., Whitby	Pre-Construction	215	-	-	-	-	-
		Construction	-	430	-	-	-	430
		Total	215	430	-	-	-	430
32	Replacement of sanitary sewer on Water St. from the Whitby Water Supply Plant to Breakwater Sanitary Sewage Pumping Station, Whitby	Pre-Construction	-	-	-	-	-	-
		Construction	-	920	-	-	-	920
		Total	-	920	-	-	-	920




# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.

<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast						
Expenditure Category			2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
33	Replacement of sanitary sewer on Hillcrest Dr. from Beech St. W/L to Beech St. E/L, Whitby	Pre-Construction	-	-	-	-	150	-	150
		Construction	-	-	-	-	840	-	840
		Total	-	-	-	-	990	-	990
34	Replacement of sanitary sewer on Athol St. from St. Lawrence St. to Clemence St., Whitby	Pre-Construction	-	130	-	-	-	-	130
		Construction	-	-	-	300	-	-	300
		Total	-	130	-	300	-	-	430
35	Replacement of sanitary sewer on St. Lawrence St. from Brock St. to Athol St., Whitby	Pre-Construction	-	100	-	-	-	-	100
		Construction	-	-	-	120	-	-	120
		Total	-	100	-	120	-	-	220
36	Replacement of sanitary sewer on Cochrane St. from Ferguson St. to 125 m north of Beech St. W., Whitby	Pre-Construction	-	220	-	-	-	-	220
		Construction	-	-	1,120	-	-	-	1,120
		Total	-	220	1,120	-	-	-	1,340
37	Replacement of sanitary sewer on R.R. 22 (Bloor St.) from Wilson Rd. to Holland St., Oshawa	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	330	-	-	-	-	330
		Total	-	330	-	-	-	-	330
38	Replacement of sanitary sewer on Olive Ave from Simcoe St. to Drew St., Oshawa	Pre-Construction	-	-	-	-	-	-	-
		Construction	260	-	-	-	-	-	-
		Total	260	-	-	-	-	-	-
39	Replacement of sanitary sewer on RR 22 (Bloor St.) from Cubert St. to Oxford St., Oshawa	Pre-Construction	-	-	-	-	-	100	100
		Construction	-	-	-	-	-	330	330
		Total	-	-	-	-	-	430	430
40	Replacement of a sanitary sewer on Thornton Rd. from Adelaide Ave. to Tatra Dr., Oshawa	Pre-Construction	-	-	-	-	-	500	500
		Construction	-	-	-	-	-	1,000	1,000
		Total	-	-	-	-	-	1,500	1,500
41	Replacement of sanitary sewer on Conant St. from Myers Rd. to Nelson St., Oshawa	Pre-Construction	150	-	-	-	-	-	-
		Construction	-	-	390	-	-	-	390
		Total	150	-	390	-	-	-	390


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

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<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
42	Replacement of sanitary sewer on Ritson Rd. S. from Kawartha Ave. to Simcoe Street South, Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	675	-	-	-	675
		Total	-	675	-	-	-	675
43	Replacement of sanitary sewer on Ritson Rd. South from Annis St. to Conant St., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	385	-	-	-	385
		Total	-	385	-	-	-	385
44	Replacement of sanitary sewer on Simcoe St. from Metcalf St to Quebec St., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	150	-	-	-	-	-
		Total	150	-	-	-	-	-
45	Replacement sanitary sewer on Jackson Ave from Merritt St. to Ritson Rd., Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	300	-	-	300
		Total	-	-	300	-	-	300
46	Replacement of sanitary sewer on Mary St. from Rossland Rd to Robert St., Oshawa	Pre-Construction	150	-	-	-	-	-
		Construction	2,000	-	-	-	-	-
		Total	2,150	-	-	-	-	-
47	Replacement of forcemain on Wilmot Creek easement from Cobbledick Rd. to Toronto St., Newcastle	Pre-Construction	-	-	-	-	-	-
		Construction	1,300	-	-	-	-	-
		Total	1,300	-	-	-	-	-
48	Replacement of sanitary sewer on First Ave. from Brock St. to Dominion St., Uxbridge	Pre-Construction	150	-	-	-	-	-
		Construction	-	330	-	-	-	330
		Total	150	330	-	-	-	330
49	Evaluation of trunk sanitary sewers/gravity sewers at creek crossings	Pre-Construction	-	-	-	-	-	-
		Construction	75	75	75	75	-	225
		Total	75	75	75	75	-	225
50	Replacement of sanitary sewer in various locations	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	1,300	1,818	8,004	58,231
		Total	-	-	1,300	1,818	8,004	58,231


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

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 <b>Durham</b> <b>Budget</b>				Forecast					
		Expenditure Category	2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
51	Allowance for construction of services in unserved areas in response to requests or petitions	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	200	200	200	200	1,000	1,800
		Total	-	200	200	200	200	1,000	1,800
52	Sanitary Sewer on Meadow St. from Avalon St. to Manor Dr., Oshawa	Pre-Construction	100	-	-	-	-	-	-
		Construction	-	-	260	-	-	-	260
		Total	100	-	260	-	-	-	260
53	York/Durham Sewage System - Primary Trunk Sanitary Sewer Twinning, Pickering	Pre-Construction	-	16,000	-	20,000	-	-	36,000
		Construction	-	-	-	-	217,050	217,050	
		Total	-	16,000	-	20,000	-	217,050	253,050
54	Sanitary sewer on Church St. from Hydro Right of Way to Taunton Rd., Ajax (Region's Share)	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	3,500	-	-	-	-	3,500
		Total	-	3,500	-	-	-	-	3,500
55	Sanitary sewer diversion on Hunt St. from Westney Rd. to Harwood Ave., Ajax	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	5,700	-	-	-	5,700
		Total	-	-	5,700	-	-	-	5,700
56	Twinning of Duffin Creek Trunk Sanitary Sewer on easement from Bayly St. Sanitary Sewage Pumping Station to Highway 401, Ajax	Pre-Construction	-	-	-	500	1,000	1,500	
		Construction	-	-	-	-	5,700	5,700	
		Total	-	-	-	500	6,700	7,200	
57	Trunk Sanitary Sewer on Kingston Rd. (Highway No. 2) from east of Harwood Ave. to east of Galea Dr., Ajax	Pre-Construction	-	-	-	-	-	-	-
		Construction	11,350	-	-	-	-	-	-
		Total	11,350	-	-	-	-	-	-
58	Corbett Trunk Sanitary Sewer on easement from Wentworth St. to Corbett Creek Water Pollution Control Plant, Whitby	Pre-Construction	-	1,000	-	-	-	-	1,000
		Construction	-	-	-	6,200	-	-	6,200
		Total	-	1,000	-	6,200	-	-	7,200


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

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<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
59	Thickson Rd. Sub-Trunk sanitary sewer from Glengowan St. to Conlin Rd., Whitby (Region's share only)	Pre-Construction	-	-	-	-	-	-
		Construction	2,738	-	-	-	-	-
		Total	2,738	-	-	-	-	-
60	West Whitby sub trunk on Dundas St. from Des Newman Blvd. to Halls Rd., Whitby	Pre-Construction	-	-	-	-	-	-
		Construction	-	12,400	-	-	-	12,400
		Total	-	12,400	-	-	-	12,400
61	Brooklin Trunk Sanitary Sewer on Mid Block Arterial from Lynde Creek to St. Thomas St. Sanitary Sewage Pumping Station, Whitby	Pre-Construction	-	900	-	-	-	900
		Construction	-	-	-	4,020	-	4,020
		Total	-	900	-	4,020	-	4,920
62	West Brooklin Trunk Sanitary Sewer from west of Cochrane St. to east of Highway No. 12, Whitby (Region's share only)	Pre-Construction	-	-	-	-	-	-
		Construction	4,000	6,600	-	-	-	6,600
		Total	4,000	6,600	-	-	-	6,600
63	Southwest Brooklin Trunk Sanitary Sewer from west of Cochrane St. on New collector road to east of Highway 12, Whitby (Region's share only)	Pre-Construction	-	-	-	-	-	-
		Construction	-	4,700	-	-	-	4,700
		Total	-	4,700	-	-	-	4,700
64	West Central Brooklin Trunk Sanitary Sewer west of Way St., Whitby (Region's share only)	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	1,900	-	-	1,900
		Total	-	-	1,900	-	-	1,900
65	Central Brooklin Trunk Sanitary Sewer, Whitby (Region's share only)	Pre-Construction	-	-	-	-	-	-
		Construction	-	4,800	-	-	-	4,800
		Total	-	4,800	-	-	-	4,800
66	Central East Brooklin Trunk Sanitary Sewer east of Baldwin St., Whitby (Region's share only)	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	1,100	-	-	1,100
		Total	-	-	1,100	-	-	1,100
67	East Brooklin Trunk Sanitary Sewer east of Thickson Rd., Whitby (Region's share only)	Pre-Construction	-	-	-	-	-	-
		Construction	-	3,200	-	-	-	3,200
		Total	-	3,200	-	-	-	3,200


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

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<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
68	Sanitary Sewer on local road from Windfields Farm Dr. to Winchester Rd., Oshawa	Pre-Construction	-	120	-	-	-	120
		Construction	-	-	1,000	-	-	1,000
		Total	-	120	1,000	-	-	1,120
69	Sanitary Sewer on Stevenson Rd. from Taunton Rd. to Conlin Rd., Oshawa	Pre-Construction	300	-	-	-	-	300
		Construction	-	2,800	-	-	-	2,800
		Total	300	2,800	-	-	-	3,100
70	Sanitary Sewer on Thornton Rd. from Conlin Rd. within the Northwood Employment Area, Oshawa	Pre-Construction	-	-	-	-	-	-
		Construction	1,600	-	-	-	-	-
		Total	1,600	-	-	-	-	-
71	Ash Creek Trunk Sanitary Sewer from Consumers Dr./Green Rd. to Ash Creek Trunk Sanitary Sewage at the former Pringle Creek Water Pollution Control Plant, Whitby	Pre-Construction	-	1,500	-	-	2,500	4,000
		Construction	-	-	-	-	16,000	16,000
		Total	-	1,500	-	-	18,500	20,000
72	Mid Block Arterial Forcemain from Whitby/ Oshawa Boundary to Durham College easement, Whitby/Oshawa	Pre-Construction	1,300	-	-	-	-	1,300
		Construction	-	-	6,700	-	-	6,700
		Total	1,300	-	6,700	-	-	8,000
73	Farewell Creek Trunk Sanitary Sewer twinning on easement west of Grandview St., Oshawa	Pre-Construction	-	-	800	-	-	800
		Construction	-	-	-	-	2,700	2,700
		Total	-	-	800	-	2,700	3,500
74	Twinning of northwest branch of Harmony Creek Sub-Trunk Sanitary Sewer from Central Park Blvd N. & Hillcroft St. to Beatrice St., Oshawa	Pre-Construction	150	320	-	-	-	320
		Construction	-	2,200	-	-	-	2,200
		Total	150	2,200	-	-	-	2,520
75	North Oshawa Creek (East branch) Trunk Sanitary Sewer on easement from Arctic Red Dr. to Winchester Rd., Oshawa (Region's Share only)	Pre-Construction	-	-	-	-	-	-
		Construction	-	5,000	-	-	-	5,000
		Total	-	5,000	-	-	-	5,000


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

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<div><div><div>Durham</div><div>Budget</div></div><div>2023</div></div>			Expenditure Category	2023 Proposed Budget	Forecast					
			2024	2025	2026	2027	2028-2032	Forecast Total		
76	North Oshawa Creek (East Branch) Trunk Sanitary Sewer on easement from southeast of Thornton Rd. to Simcoe St., Oshawa (Region's share only)	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	-	-	-	4,500	4,500	
		Total	-	-	-	-	-	4,500	4,500	
77	Twinning of Oshawa Creek Trunk Sanitary Sewer from Gibb St. to Greenwood Ave., Oshawa	Pre-Construction	-	-	-	250	-	-	250	
		Construction	-	-	-	-	-	1,200	1,200	
		Total	-	-	-	250	-	1,200	1,450	
78	Forcemain on Conlin Rd. from Ritson Rd. to Harmony Rd., Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	9,200	-	-	-	9,200	
		Total	-	-	9,200	-	-	-	9,200	
79	North Oshawa Creek (West Branch) Trunk Sanitary Sewer from Conlin Rd. Sanitary Sewage Pumping Station to Britannia Ave., Oshawa	Pre-Construction	-	1,000	-	-	-	-	1,000	
		Construction	-	-	-	4,500	-	-	4,500	
		Total	-	1,000	-	4,500	-	-	5,500	
80	North Oshawa Creek (West Branch) Trunk Sanitary Sewer from south side of hydro corridor to Columbus Rd., Oshawa	Pre-Construction	-	3,000	-	-	-	-	3,000	
		Construction	-	-	-	19,300	-	-	19,300	
		Total	-	3,000	-	19,300	-	-	22,300	
81	Courtice Trunk Sanitary Sewer - Trulls Rd. from Bloor St. to future Adelaide Ave., Courtice	Pre-Construction	3,000	-	-	-	-	-	-	
		Construction	-	52,700	-	-	-	-	52,700	
		Total	3,000	52,700	-	-	-	-	52,700	
82	Courtice Trunk Sanitary Sewer - Adelaide Ave. from Trulls Rd. to Townline Rd., Courtice	Pre-Construction	1,200	-	-	-	-	-	-	
		Construction	7,600	4,300	4,300	44,800	-	-	53,400	
		Total	8,800	4,300	4,300	44,800	-	-	53,400	
83	Courtice Trunk Sanitary Sewer - Townline Rd. from Adelaide Ave. to Beatrice St., Courtice	Pre-Construction	-	-	1,300	-	-	-	1,300	
		Construction	-	-	-	-	52,800	-	52,800	
		Total	-	-	1,300	-	52,800	-	54,100	

# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)


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<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
	Expenditure Category	2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
84	Southwest Courtice Sub -Trunk Sanitary Sewer on Baseline Rd. from Trulls Rd. to 650 m west of Trulls Rd., Courtice	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	4,600	-	-	4,600
		Total	-	-	4,600	-	-	4,600
85	Southeast Courtice Sub-Trunk Sanitary Sewer on future mid-block road from Trulls Rd. to Courtice Rd. & Courtice Rd. from mid-block to Bloor St., Courtice	Pre-Construction	-	-	-	-	-	-
		Construction	5,300	-	-	-	-	-
		Total	5,300	-	-	-	-	-
86	Baseline Rd. Trunk Sanitary Sewer from Simpson Ave. to Bennett Rd., Bowmanville	Pre-Construction	-	-	-	-	-	-
		Construction	-	16,900	-	14,000	-	30,900
		Total	-	16,900	-	14,000	-	30,900
87	Bennett Rd. Trunk Sanitary Sewer from Baseline Rd. to Highway No. 2, Bowmanville (Region's share only)	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	-	1,700	1,700
		Total	-	-	-	-	1,700	1,700
88	Port Darlington Rd. Trunk Sanitary Sewer from Baseline Rd. to existing easement, Bowmanville	Pre-Construction	-	-	-	-	-	-
		Construction	-	24,300	-	-	-	24,300
		Total	-	24,300	-	-	-	24,300
89	Twinning of Spry Ave. Trunk Sanitary Sewer from Baseline Rd. to N/L of Spry Ave., Bowmanville	Pre-Construction	-	-	-	1,000	1,000	2,000
		Construction	-	-	-	-	5,000	5,000
		Total	-	-	-	1,000	6,000	7,000
90	Soper Creek Trunk Sanitary Sewer on Mearns Ave. from Freeland Ave. to Concession Rd. 3 and on Concession Rd. 3 from Mearns Ave. to 450 m west of Mearns Ave., Bowmanville	Pre-Construction	-	-	-	-	-	-
		Construction	-	1,650	-	-	-	1,650
		Total	-	1,650	-	-	-	1,650
91	Foster Creek Trunk Sanitary Sewer on Sunset Blvd./ Lakeview Rd. from Rudell Rd. to Church St., Newcastle	Pre-Construction	-	-	-	-	-	-
		Construction	-	11,000	-	-	-	11,000
		Total	-	11,000	-	-	-	11,000
92	Foster Creek Trunk Sanitary Sewer on North St. from north side of Canadian Pacific Railway to Concession Rd. 3, Newcastle (Region's share only)	Pre-Construction	-	2,900	-	-	-	2,900
		Construction	-	-	-	-	-	-
		Total	-	2,900	-	-	-	2,900



# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)


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<div>Durham Budget</div> <div>2023</div>			Expenditure Category	2023 Proposed Budget	Forecast					
				2024	2025	2026	2027	2028-2032	Forecast Total	
93	Sanitary Sewer on Concession Rd. 5 to service the westerly portion of the Beaverton Avenue Employment Area A, Brock	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	3,600	-	-	-	-	3,600	
		Total	-	3,600	-	-	-	-	3,600	
Linear Infrastructure Subtotal				46,615	189,710	52,978	135,408	82,729	414,584	875,409
Buildings and Structures										
94	Duffin Creek Water Pollution Control Plant - Chlorine Contact Tank Expansion	Pre-Construction	-	-	-	340	500	-	840	
		Construction	-	-	-	-	-	14,640	14,640	
		Total	-	-	-	340	500	14,640	15,480	
95	Proposed Pickering Parkway Sanitary Sewage Pumping Station and forcemain, Pickering	Pre-Construction	-	1,400	3,000	-	-	-	4,400	
		Construction	-	-	-	-	13,500	-	13,500	
		Total	-	1,400	3,000	-	13,500	-	17,900	
96	Proposed Squires Beach Sanitary Sewage Pumping Station, Pickering	Pre-Construction	-	-	-	-	-	1,749	1,749	
		Construction	-	-	-	-	-	-	-	
		Total	-	-	-	-	-	1,749	1,749	
97	Corbett Creek Water Pollution Control Plant - works to rectify existing deficiencies	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	7,300	-	-	-	-	7,300	
		Total	-	7,300	-	-	-	-	7,300	
98	Expansion of Corbett Creek Water Pollution Control Plant from 84 MLD to 109 MLD	Pre-Construction	-	-	10,000	-	-	-	10,000	
		Construction	-	-	-	-	-	174,000	174,000	
		Total	-	-	10,000	-	-	174,000	184,000	
99	Brooklin Sanitary Diversion Strategy - Proposed Thickson Rd. Sanitary Sewage Pumping Station and forcemain, Whitby	Pre-Construction	-	3,500	-	-	-	-	3,500	
		Construction	-	-	-	29,800	-	-	29,800	
		Total	-	3,500	-	29,800	-	-	33,300	
100	Harmony Creek Water Pollution Control Plant No. 1 demolition, Oshawa	Pre-Construction	-	-	-	-	-	-	-	
		Construction	-	-	2,900	-	-	-	2,900	
		Total	-	-	2,900	-	-	-	2,900	




# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.

 <b>Durham</b> <b>Budget</b> <span>2023</span>		Expenditure Category	2023 Proposed Budget	Forecast					
				2024	2025	2026	2027	2028-2032	Forecast Total
101	Harmony Creek Sanitary Sewage Pumping Station - expansion and forcemain twinning, Oshawa	Pre-Construction	600	-	3,000	-	-	-	3,000
		Construction	-	-	-	-	-	45,100	45,100
		Total	600	-	3,000	-	-	45,100	48,100
102	Expansion of the Conlin Rd. Sanitary Sewage Pumping Station and twinning of the forcemain, Oshawa	Pre-Construction	-	-	-	-	-	-	-
		Construction	2,500	-	70,700	-	-	-	70,700
		Total	2,500	-	70,700	-	-	-	70,700
103	Proposed Harbour Rd. South Sanitary Sewage Pumping Station and forcemain, Oshawa	Pre-Construction	-	500	-	1,600	-	-	2,100
		Construction	-	-	-	-	-	7,100	7,100
		Total	-	500	-	1,600	-	7,100	9,200
104	Simcoe St. South Sanitary Sewage Pumping Station and forcemain replacement, Oshawa	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	4,700	-	-	-	-	4,700
		Total	-	4,700	-	-	-	-	4,700
105	Madawaska Sanitary Sewage Pumping Station - pumping station replacement, Oshawa	Pre-Construction	-	-	-	-	1,000	1,200	2,200
		Construction	-	-	-	-	-	7,500	7,500
		Total	-	-	-	-	1,000	8,700	9,700
106	Expansion of Courtice Water Pollution Control Plant from 68 MLD to 136 MLD	Pre-Construction	1,000	-	4,500	-	-	-	4,500
		Construction	-	-	-	-	-	148,900	148,900
		Total	1,000	-	4,500	-	-	148,900	153,400
107	Proposed Baseline Rd. Sanitary Sewage Pumping Station and forcemain, Courtice	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	-	4,000	-	-	-	4,000
		Total	-	-	4,000	-	-	-	4,000
108	Proposed Northeast Sanitary Sewage Pumping Station and forcemain, Bowmanville	Pre-Construction	-	-	-	500	-	1,700	2,200
		Construction	-	-	-	-	-	5,700	5,700
		Total	-	-	-	500	-	7,400	7,900
109	Newcastle Water Pollution Control Plant - Capacity Re-rating 4 MLD to 7 MLD	Pre-Construction	-	-	-	-	-	-	-
		Construction	3,630	-	-	-	-	-	-
		Total	3,630	-	-	-	-	-	-


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.


<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
110	Expansion of Newcastle Water Pollution Control Plant from 7 MLD to 16 MLD and outfall	Pre-Construction	-	1,100	-	1,300	-	2,400
		Construction	-	-	-	-	-	-
		Total	-	1,100	-	1,300	-	2,400
111	Sunset Sanitary Sewage Pumping Station - decommissioning, Clarington	Pre-Construction	-	120	-	-	-	120
		Construction	-	600	-	-	-	600
		Total	-	720	-	-	-	720
112	Uxbridge Water Pollution Control Plant - Optimization Study, upgrades and rehabilitation works based on the condition assessment.	Pre-Construction	-	-	-	-	-	-
		Construction	-	4,600	-	-	-	4,600
		Total	-	4,600	-	-	-	4,600
113	Water St. Sanitary Sewage Pumping Station - Expansion/Replacement, Scugog	Pre-Construction	-	-	-	-	-	-
		Construction	-	19,550	3,000	-	-	22,550
		Total	-	19,550	3,000	-	-	22,550
114	Port Perry Industrial Area Sanitary Sewage Pumping Station, forcemain and sanitary sewer, Port Perry	Pre-Construction	-	1,200	-	-	-	1,200
		Construction	-	-	-	14,200	-	14,200
		Total	-	1,200	-	14,200	-	15,400
115	Sunderland Water Pollution Control Plant - Lagoon System, Brock	Pre-Construction	2,000	-	-	-	-	-
		Construction	-	11,000	-	-	-	11,000
		Total	2,000	11,000	-	-	-	11,000
116	River St. Sanitary Sewage Pumping Station expansion, Brock	Pre-Construction	1,200	-	-	-	-	-
		Construction	-	4,600	-	-	-	4,600
		Total	1,200	4,600	-	-	-	4,600
117	Cannington Water Pollution Control Plant - Lagoon System, Brock	Pre-Construction	2,000	-	-	-	-	-
		Construction	-	11,500	-	-	-	11,500
		Total	2,000	11,500	-	-	-	11,500
118	Laidlaw St. Sanitary Sewage Pumping Station expansion, Brock	Pre-Construction	1,000	-	-	-	-	-
		Construction	-	5,200	-	-	-	5,200
		Total	1,000	5,200	-	-	-	5,200

# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)


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 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					
				2024	2025	2026	2027	2028-2032	Forecast Total
119	Lake Simcoe Water Pollution Control Plant - expansion, Brock	Pre-Construction	-	-	-	-	1,000	2,000	3,000
		Construction	-	-	-	-	-	39,000	39,000
		Total	-	-	-	-	1,000	41,000	42,000
120	Harbour St. Sanitary Sewage Pumping Station expansion, Brock	Pre-Construction	-	-	-	-	1,000	6,500	7,500
		Construction	-	-	-	-	-	-	-
		Total	-	-	-	-	1,000	6,500	7,500
121	Beaverton Employment Lands Area B Sanitary Sewage Pumping Station and sanitary sewer, Brock	Pre-Construction	-	1,000	-	-	-	-	1,000
		Construction	-	-	-	5,800	-	-	5,800
		Total	-	1,000	-	5,800	-	-	6,800
122	Septage receiving stations, various stations	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	1,840	-	-	-	-	1,840
		Total	-	1,840	-	-	-	-	1,840
123	Water Pollution Control Plant - Asset Management Remediation and Rehabilitation works	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	5,000	8,000	5,000	8,000	45,000	71,000
		Total	-	5,000	8,000	5,000	8,000	45,000	71,000
124	New Concrete Floor in Sign Shed - Ajax Depot	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	25	-	-	-	-	25
		Total	-	25	-	-	-	-	25
125	Depot Rationalization - Ajax Depot Expansion	Pre-Construction	1,667	-	-	-	-	-	-
		Construction	-	11,667	-	-	-	-	11,667
		Total	1,667	11,667	-	-	-	-	11,667
126	Building J Roof Replacement - Corbett Creek WPCP	Pre-Construction	82	-	-	-	-	-	-
		Construction	-	153	-	-	-	-	153
		Total	82	153	-	-	-	-	153
127	Digester Cleanout - Various Locations	Pre-Construction	-	-	-	-	-	-	-
		Construction	-	650	250	-	-	-	900
		Total	-	650	250	-	-	-	900

Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)
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<div> <div>  <div> Durham Budget 2023 </div> </div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
128	Access Ladder Repair/Replacement Project - Various Locations	Pre-Construction	-	-	-	-	-	-
		Construction	641	-	-	-	-	-
		Total	641	-	-	-	-	-
129	Replacement Fire System - Vesda - Duffin Creek WPCP	Pre-Construction	-	-	-	-	-	-
		Construction	800	-	-	-	-	-
		Total	800	-	-	-	-	-
130	New Furniture in Office and Lab - Expansion - Environmental Lab	Pre-Construction	-	-	-	-	-	-
		Construction	22	-	-	-	-	-
		Total	22	-	-	-	-	-
131	Re-pave Existing South Driveway - Harmony Creek WPCP	Pre-Construction	-	40	-	-	-	40
		Construction	-	-	143	-	-	143
		Total	-	40	143	-	-	183
132	Install Electric Gates - Lake Simcoe WPCP	Pre-Construction	-	40	-	-	-	40
		Construction	-	-	110	-	-	110
		Total	-	40	110	-	-	150
133	Construction of Mezzanine in Fleet Bay 1 - Orono Depot	Pre-Construction	-	-	-	-	-	-
		Construction	-	67	-	-	-	67
		Total	-	67	-	-	-	67
134	Thermal Glass Panels for Rollup Doors and Door operators - Orono Depot	Pre-Construction	-	-	-	-	-	-
		Construction	-	66	-	-	-	66
		Total	-	66	-	-	-	66
135	Paving of Rear Yard and Site Repairs - Orono Depot	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	-	-	121	121
		Total	-	-	-	-	121	121
136	Roof Replacement on Vehicle Storage Bays - Orono Depot	Pre-Construction	27	-	-	-	-	-
		Construction	-	172	-	-	-	172
		Total	27	172	-	-	-	172

Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)
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<div> <div>  <div> Durham Budget 2023 </div> </div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
137	20 Bay Cold Vehicle Storage - Orono Depot Expansion	Pre-Construction	-	-	-	-	73	73
		Construction	-	-	-	-	1,192	1,192
		Total	-	-	-	-	1,265	1,265
138	Salt and Brine Storage Building - Orono Depot Expansion	Pre-Construction	-	-	-	-	116	116
		Construction	-	-	-	-	1,050	1,050
		Total	-	-	-	-	1,166	1,166
139	Replacement of Fire System - Oshawa/Whitby Depot	Pre-Construction	-	-	-	-	-	-
		Construction	68	-	-	-	-	-
		Total	68	-	-	-	-	-
141	Depot Rationalization - New Oshawa/Whitby Depot	Pre-Construction	12,667	1,667	-	-	-	1,667
		Construction	-	-	55,000	-	-	55,000
		Total	12,667	1,667	55,000	-	-	56,667
142	Driveway Replacement - Plants Central - Zone 2 Reservoir	Pre-Construction	-	-	-	-	-	-
		Construction	-	50	-	-	-	50
		Total	-	50	-	-	-	50
143	Repairs and Epoxy Coat Fleet Bay Concrete Floors & Repairs to Floor Drains in Fleet Bays - Scugog Depot	Pre-Construction	7	-	-	-	-	-
		Construction	-	28	-	-	-	28
		Total	7	28	-	-	-	28
144	Replace Existing Asphalt in Various Location - Scugog Depot	Pre-Construction	-	-	10	-	-	10
		Construction	-	-	-	123	-	123
		Total	-	-	10	123	-	133
145	Additional Office Space - Scugog Depot	Pre-Construction	-	-	-	93	-	93
		Construction	-	-	-	-	406	406
		Total	-	-	-	93	406	499


# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

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<div><div><div><div><div></div><div>DURHAM REGION</div></div><div>Durham Budget</div></div></div><div>2023</div></div> <th>Expenditure Category</th> <th>2023 Proposed Budget</th> <th colspan="6">Forecast</th>			Expenditure Category	2023 Proposed Budget	Forecast					
			2024	2025	2026	2027	2028-2032	Forecast Total		
146	New 16 Bay Cold Vehicle Storage - Scugog Depot Expansion	Pre-Construction	-	-	-	73	-	-	73	
		Construction	-	-	-	-	992	-	992	
		Total	-	-	-	73	992	-	1,065	
147	New Salt and Brine Storage Facility - Scugog Depot Expansion	Pre-Construction	-	-	-	100	-	-	100	
		Construction	-	-	-	-	1,067	-	1,067	
		Total	-	-	-	100	1,067	-	1,167	
148	Widening of Existing Canopy Entrance - Sunderland Depot	Pre-Construction	8	-	-	-	-	-	-	
		Construction	-	42	-	-	-	-	42	
		Total	8	42	-	-	-	-	42	
149	Install Perimeter Fence - Pumping Stations Central - Cochrane St SPS	Pre-Construction	-	-	-	-	-	-	-	
		Construction	50	-	-	-	-	-	-	
		Total	50	-	-	-	-	-	-	
150	Renovation & Optimization - 101 Consumers	Pre-Construction	-	-	-	-	-	-	-	
		Construction	442	-	-	-	-	-	-	
		Total	442	-	-	-	-	-	-	
151	Access Ladder Repair/Replacement Project - Duffin Creek WPCP	Pre-Construction	-	-	-	-	-	-	-	
		Construction	582	-	-	-	-	-	-	
		Total	582	-	-	-	-	-	-	
152	Depot Rationalization - New Sunderland Depot	Pre-Construction	1,333	1,333	-	-	-	-	1,333	
		Construction	-	-	14,000	-	-	-	14,000	
		Total	1,333	1,333	14,000	-	-	-	15,333	
Buildings and Structures Subtotal			32,325	77,110	199,213	46,429	42,965	502,641	868,358	
Machinery & Equipment										
153	Central Duffin Creek Metering Building at Valleyfarm Road and Finch Avenue meter replacement, Pickering	Pre-Construction	100	-	-	-	-	-	-	
		Construction	-	560	-	-	-	-	560	
		Total	100	560	-	-	-	-	560	


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<div>  <div> <div>Durham</div> <div>Budget</div> </div> <div>2023</div> </div>			Forecast					
	Expenditure Category	2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
154	Duffin Creek Water Pollution Control Plant - Digester mixing improvements and Motor Control Centre Replacement, Pickering	Pre-Construction	-	-	-	-	-	-
		Construction	21,450	23,850	-	-	-	23,850
		Total	21,450	23,850	-	-	-	23,850
155	Duffin Creek Water Pollution Control Plant - Replacement of Reactor No. 1 & 2, Pickering	Pre-Construction	-	-	-	-	-	-
		Construction	-	25,000	25,000	50,000	70,000	133,500
		Total	-	25,000	25,000	50,000	70,000	133,500
156	Duffin Creek Water Pollution Control Plant - Remedial works and improvements in various locations throughout the plant	Pre-Construction	-	-	-	-	-	-
		Construction	27,500	-	-	-	-	-
		Total	27,500	-	-	-	-	-
157	Duffin Creek Water Pollution Control Plant - Ammonia-based aeration control (ABAC) for Stage 1, 2 and 3	Pre-Construction	1,000	-	-	-	-	-
		Construction	-	-	5,000	-	-	5,000
		Total	1,000	-	5,000	-	-	5,000
158	Duffin Creek Water Pollution Control Plant - Ultra Fine Bubble Diffusers conversion (full plant)	Pre-Construction	-	-	-	-	3,000	3,000
		Construction	-	-	-	-	20,000	20,000
		Total	-	-	-	-	23,000	23,000
159	Duffin Creek Water Pollution Control Plant - Biogas Purification to Renewable Natural Gas (RNG)	Pre-Construction	-	-	-	5,000	-	5,000
		Construction	-	-	-	-	18,400	18,400
		Total	-	-	-	5,000	18,400	23,400
160	Duffin Creek Water Pollution Control Plant - Condition Assessment and Asset Plan updating	Pre-Construction	-	-	-	-	-	-
		Construction	-	200	300	-	500	1,000
		Total	-	200	300	-	500	1,000
161	Duffin Creek Water Pollution Control Plant - Asset Management Remediation and rehabilitation works	Pre-Construction	-	100	100	100	4,300	4,700
		Construction	-	900	900	900	20,700	24,300
		Total	-	1,000	1,000	1,000	25,000	29,000


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<div> <div>  <div> <div>Durham</div> <div>Budget</div> </div> </div> <div>2023</div> </div>			Forecast						
Expenditure Category			2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
162	Liverpool Road Sanitary Sewage Pumping Station - communication, mechanical and process upgrades, Pickering		Pre-Construction	-	-	-	-	-	-
			Construction	-	3,700	-	-	-	3,700
			Total	-	3,700	-	-	-	3,700
163	Carruthers Sanitary Sewage Pumping Station - Standby Power Upgrades		Pre-Construction	-	-	250	-	-	250
			Construction	-	-	-	750	-	750
			Total	-	-	250	750	-	1,000
164	Michael Blvd. Sanitary Sewerage Pumping Station - replacement of the Motor Control Centre (MCC) and pump, Whitby		Pre-Construction	200	-	-	-	-	-
			Construction	-	-	-	2,000	-	2,000
			Total	200	-	-	2,000	-	2,000
165	Hanover Sanitary Sewage Pumping Station - the replacement of pumps and forcemain, Whitby		Pre-Construction	-	-	-	-	-	-
			Construction	100	-	-	-	-	-
			Total	100	-	-	-	-	-
166	Breakwater Saniitary Sewage Pumping Station - station modifications, Whitby		Pre-Construction	-	-	-	-	-	-
			Construction	-	-	960	-	-	960
			Total	-	-	960	-	-	960
167	Simcoe St. Sanitary Sewerage Pumping Station - Chemical Pump addition, Oshawa		Pre-Construction	250	-	-	-	-	-
			Construction	-	-	575	-	-	575
			Total	250	-	575	-	-	575
168	Madawaska Sanitary Sewerage Pumping Station - piping upgrades and flow meter installation, Oshawa		Pre-Construction	-	-	-	-	-	-
			Construction	-	-	460	-	-	460
			Total	-	-	460	-	-	460
169	Courtice Water Pollution Control Plant - remediation work and performance improvements, Courtice		Pre-Construction	-	-	-	-	-	-
			Construction	-	2,900	-	-	-	2,900
			Total	-	2,900	-	-	-	2,900
170	Courtice Water Pollution Control Plant - Digester 1 Refurbishment, Courtice		Pre-Construction	-	-	750	1,600	-	2,350
			Construction	-	-	-	-	4,000	4,000
			Total	-	-	750	1,600	4,000	6,350




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<div> <div>  <div> Durham Budget 2023 </div> </div> </div>			Forecast					
Expenditure Category		2023 Proposed Budget	2024	2025	2026	2027	2028-2032	Forecast Total
171	Port Darlington Water Pollution Control Plant - Major Maintenance replacement work, Bowmanville	Pre-Construction	-	-	-	-	-	-
		Construction	-	7,100	-	-	-	7,100
		Total	-	7,100	-	-	-	7,100
172	Port Darlington Water Pollution Control Plant - work to recitify deficiencies, Bowmanville	Pre-Construction	-	-	-	-	-	-
		Construction	-	1,400	-	-	-	1,400
		Total	-	1,400	-	-	-	1,400
173	Lake Simcoe Water Pollution Control Plant - Diffused Air System replacement and associated system upgrades	Pre-Construction	-	-	-	-	-	-
		Construction	7,050	-	-	-	-	-
		Total	7,050	-	-	-	-	-
174	Lake Simcoe Water Pollution Control Plant - Replacement of Clarifier mechanisms	Pre-Construction	-	-	-	-	-	-
		Construction	100	-	-	-	-	-
		Total	100	-	-	-	-	-
175	Lake Simcoe Water Pollution Control Plant - tertiary filter replacement	Pre-Construction	-	750	-	-	-	750
		Construction	-	-	-	2,000	-	2,000
		Total	-	750	-	2,000	-	2,750
176	Lake Simcoe Water Pollution Control Plant and associated sanitary sewerage pumping stations - PLC and SCADA system upgrades	Pre-Construction	500	-	-	-	-	-
		Construction	-	-	6,000	-	-	6,000
		Total	500	-	6,000	-	-	6,000
177	Laidlaw, Cedar and Harbour St. Sanitary Sewage Pumping Station - Major Maintenance and replacement work	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	4,000	-	-	4,000
		Total	-	-	4,000	-	-	4,000
178	Sanitary Sewerage Pumping Station - piping upgrades and flow meter installation, at various locations	Pre-Construction	-	-	-	-	-	-
		Construction	-	-	500	500	-	1,000
		Total	-	-	500	500	-	1,000


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 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					
				2024	2025	2026	2027	2028-2032	Forecast Total
179	Emergency Generator Fuel Tank Compliance upgrades Phase 3 and 5	Pre-Construction	-	-	-	-	-	-	-
		Construction	1,700	-	-	-	-	-	-
		Total	1,700	-	-	-	-	-	-
180	Asphalt Content Ignition Furnace - Construction		-	-	-	-	-	7	7
181	Bar Pullout Tester - Construction		4	-	-	-	-	-	-
182	Bench Oven - Construction		5	-	-	-	-	-	-
183	Concrete End Grinder - Construction		8	-	-	-	-	-	-
184	Concrete Testing Equipment - Construction		-	-	-	-	-	9	9
185	Electronic Scale - Construction		-	-	-	-	-	3	3
186	Gyratory Compactor/Molds/Equipment - Construction		22	-	-	-	-	-	-
187	Lab Oven - Construction		-	-	-	-	-	4	4
188	Nuclear Densometer - Construction		3	-	5	-	-	-	5
189	Survey GPS Instrument - Construction		-	10	10	10	10	54	94
190	Survey Total Station Replacement - Construction		-	-	-	-	-	39	39
191	Valve Actuators - Corbett Creek WPCP		-	25	-	25	-	-	50

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 <b>Durham Budget</b> <b>2023</b>			Expenditure Category	2023 Proposed Budget	Forecast					
2024	2025	2026			2027	2028-2032	Forecast Total			
192	WAS Pump Replacement - Corbett Creek WPCP	-	50	-	-	-	-	50		
193	Aeration Cell Cleanout - Sand - Courtice WPCP	-	200	-	-	-	-	200		
194	Biosolids Transfer Pumps - Courtice WPCP	-	15	-	-	-	-	15		
195	Chemical Pump Replacement - Various Locations	18	12	-	30	-	12	54		
196	Clarifier Mechanisms - Courtice WPCP	-	32	32	-	-	-	64		
197	Digester Mixing Pump Rebuild - Courtice WPCP	-	15	-	15	-	30	60		
198	Digester Mixing Pumps - Courtice WPCP	-	-	15	-	15	15	45		
199	Grit Blower Rebuild - Courtice WPCP	10	-	10	-	10	-	20		
200	Return Pump Rebuild - Courtice WPCP	-	-	-	-	-	30	30		
201	Truck Loading Pump Rebuild - Courtice WPCP	-	-	15	-	15	-	30		
202	Wasting Pump Rebuild - Courtice WPCP	-	10	-	10	-	20	40		
203	Analytical Balance Bench Scale - Duffin Creek WPCP	15	-	-	-	-	-	-		
204	Auto Sampler Replacement - Duffin Creek WPCP	25	-	-	-	-	75	75		
205	Barscreen Replacement/Major Repair - Duffin Creek WPCP	-	-	-	-	150	150	300		


Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)
Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.

 <b>Durham Budget</b> <b>2023</b>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
2024					2025	2026	2027	2028-2032		
206	BAS Server Replacement - Duffin Creek WPCP			75	-	-	-	-	75	75
207	Biofilter Inspection/Media Replacement - Duffin Creek WPCP			-	-	100	100	100	200	500
208	Blower Building Major Repairs - Duffin Creek WPCP			-	-	-	-	-	200	200
209	Bobcat Replacement - Duffin Creek WPCP			-	-	75	-	-	-	75
210	Boiler Building Instrumentation - Duffin Creek WPCP			-	75	75	75	-	-	225
211	Chain and Flyght Replacement - Stage 3 Secondary Clarifier - Duffin Creek WPCP			100	-	-	-	-	-	-
212	Density Meter Replacement - Duffin Creek WPCP			-	-	-	88	-	-	88
213	Dewatered Sludge Conveyor Replacement - Duffin Creek WPCP			-	-	-	125	-	125	250
214	Digester Cleanout/Blend Tank - Duffin Creek WPCP			-	125	-	-	-	1,200	1,325
215	Dock Leveler Replacement - Duffin Creek WPCP			30	50	-	-	-	-	50
216	DPD Analyzer - Duffin Creek WPCP			-	17	-	-	-	-	17
217	DR3900 Spectrophotometer - Duffin Creek WPCP			15	-	-	-	-	-	-
218	ERIS Servers - Duffin Creek WPCP			-	75	-	-	-	75	150
219	Filtrate Station LIT Replacement - Duffin Creek WPCP			-	75	-	-	-	-	75

Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)
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 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					
	2024			2025	2026	2027	2028-2032	Forecast Total	
220	Filtrate Station Pump Replacement - Duffin Creek WPCP	-	-	-	-	-	200	200	
221	Forklift Replacement - Duffin Creek WPCP	-	-	-	-	-	140	140	
222	Gator Replacement - Duffin Creek WPCP	-	25	-	-	-	100	125	
223	Grit Conveyor System Replacement - Duffin Creek WPCP	-	-	150	-	-	300	450	
224	Integrated Control Technology - Security Project - Various Locations	311	-	-	-	-	-	-	
225	Laboratory Meter/Scale Replacement - Duffin Creek WPCP	-	-	15	-	-	65	80	
226	Major Centrifuge Component Replacement/Rebuild - Duffin Creek WPCP	-	125	125	125	125	500	1,000	
227	Network Core Switches - Duffin Creek WPCP	-	-	150	-	-	150	300	
228	Network Switches BAS, SCADA - Duffin Creek WPCP	-	-	-	-	300	300	600	
229	OIT Replacements - Duffin Creek WPCP	-	15	15	15	15	75	135	
230	Polymer Building PRAP Network Upgrades - Duffin Creek WPCP	40	-	-	-	-	-	-	
231	Programmable Logic Controllers (PLCs) - Duffin Creek WPCP	-	200	300	-	-	400	900	
232	Radio Network Upgrades - Duffin Creek WPCP	-	-	-	-	-	250	250	
233	Reactor #3 ID Fan Replacement Parts - Duffin Creek WPCP	-	-	-	-	150	-	150	

Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)
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 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
234	Reactor #4 ID Fan Replacement Parts - Duffin Creek WPCP		-	-	-	-	-	150	150
235	Reactor 1 and/or 2 Major Maintenance - Duffin Creek WPCP		-	100	100	-	-	-	200
236	Replace flowmeters and transmitters at Reactor 3 - Duffin Creek WPCP		-	-	-	-	-	150	150
237	Replace flowmeters and transmitters at Reactor 4 - Duffin Creek WPCP		-	-	-	-	-	150	150
238	Replace chlorine contact chamber 1/2 level sensors at effluent station 1. Replace chlorine injector, level sensors, pH/Temp AIT and TIT, and ORP transmitterat effluent station 2. Replace ORP Analyzer AIT-0113 at chlorine chamber 5-6 - Duffin Creek WPCP		-	105	-	-	-	-	105
239	Replace electrical substation TS-102 power supply to H2 sensor, Replace LITs for diesel generator fuel tanks. Replace flowmeters of diesel transfer pumps - Duffin Creek WPCP		-	-	-	-	-	190	190
240	Replace Fluke Processmeters and A Chamber LIT-0101 at Admin Building - Duffin Creek WPCP		-	23	-	-	-	-	23
241	Replace indicators (PIT, TIT, FIT) and humidification system at the Stage 3 Headwork and Biofilter Areas - Duffin Creek WPCP		-	75	80	-	-	-	155
242	Replace LITs of primary scum tanks and raw sludge density trainsmitters DITs at Stage 3 Primary Gallery - Duffin Creek WPCP		-	-	125	-	-	125	250


Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

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			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
		2024			2025	2026	2027	2028-2032		
243	Replace LITs of Storage Tank 2,4,3 at Stage 3 Disinfection - Duffin Creek WPCP		-	-	-	-	-	45	45	
244	Replace methane sensors, H2S sensors, PITs, TITs, LITs, and FITs at Stage 2 Headworks - Duffin Creek WPCP		-	-	-	150	150	-	300	
245	Replace transmitters (PITs, TITs, LITs, and AITs) at Reactor 3 - Duffin Creek WPCP		-	-	-	-	100	100	200	
246	Replace transmitters (PITs, TITs, LITs, and AITs) at Reactor 4 - Duffin Creek WPCP		-	-	-	-	-	200	200	
247	Replace transmitters (PITs, TITs, LITs, and AITs), process and safety valves at the South Incineration Common Area - Duffin Creek WPCP		-	75	75	-	-	-	150	
248	Replace transmitters (PITs, TITs, LITs, Vibration Sensor, and AITs) at the North Incineration Common Area - Duffin Creek WPCP		-	100	-	100	-	100	300	
249	Replace Wet Well No.1/No.2 LIT-0101/LIT-0102, strainer No.3 - No.5 differential pressure switches, and main header PIT-0192 at Stage 3 Effluent Pumping Station - Duffin Creek WPCP		-	-	-	-	-	70	70	
250	Schwing Sludge Pump Major Component Replacement - Duffin Creek WPCP		-	125	-	125	-	250	500	

# Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

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 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
	2024			2025	2026	2027	2028-2032		
251	Secondary Clarifier (Circular) Gearbox - Duffin Creek WPCP		240	-	-	-	-	-	-
252	Secondary Clarifier (Circular) Major Repairs - Duffin Creek WPCP		-	150	150	150	-	-	450
253	Secondary Clarifier (Circular) Upgrades - Duffin Creek WPCP		-	200	200	200	-	-	600
254	Secondary Clarifier Chain and Flyght Replacement - Duffin Creek WPCP		-	100	100	100	-	-	300
255	Servers - Duffin Creek WPCP		-	-	100	-	-	100	200
256	Sludge Tank Cleaning - Duffin Creek WPCP		-	-	100	-	-	100	200
257	Uninterruptable Power Supplies (UPS) - Duffin Creek WPCP		-	-	-	-	250	300	550
258	VxRail Replacement Project (Virtual Server) - Duffin Creek WPCP		-	-	175	-	175	420	770
259	Analytical Balance (Inorganics) - Environmental Lab		-	25	-	-	-	-	25
260	Auto Titration System (Inorganic) - Environmental Lab		-	-	-	-	-	100	100
261	Autoclaves - Environmental Lab		-	-	-	-	-	150	150
262	Balances - Environmental Lab		-	-	-	-	-	52	52
263	Biochemical Oxygen Demand (BOD) Incubators - Environmental Lab		40	-	-	-	-	-	-
264	Biological Oxygen Demand Analyzer - Environmental Lab		11	-	-	-	60	-	60




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<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div></div>			Expenditure Category	2023 Proposed Budget	Forecast					
2024	2025	2026			2027	2028-2032	Forecast Total			
265	Biosafety Cabinet - Environmental Lab	-	-	-	-	-	25	25		
266	BOD Incubators (Inorganic) - Environmental Lab	-	-	-	40	-	-	40		
267	Centrifuge (Inorganics) - Environmental Lab	12	-	-	-	-	-	-		
268	PCR Equipment - Environmental Lab	-	295	-	-	-	-	295		
269	Digestion Block with Controllers - Environmental Lab	80	-	-	-	-	-	-		
270	Dishwasher - Environmental Lab	10	-	65	-	-	110	175		
271	Drying Oven (MB) - Environmental Lab	-	-	-	-	-	3	3		
272	Freezer - Environmental Lab	-	35	-	-	-	4	39		
273	Gas Chromatograph / Dual Electron Capture Detector - Environmental Lab	-	-	75	-	-	-	75		
274	Gas Chromatograph / Mass Spectrometer / MS (Extractables) - Environmental Lab	300	-	-	-	-	-	-		
275	Incubators (Microbiology) - Environmental Lab	-	-	-	-	-	65	65		
276	Inductively Coupled Plasma - Optical Emission Spectrometer - Environmental Lab	-	150	-	-	-	-	150		
277	Ion Chromatograph - Environmental Lab	-	-	-	-	130	-	130		
278	Lab Oven (Inorgranics) - Environmental Lab	-	-	-	-	-	15	15		

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<div> <div>  <div> Durham Budget 2023 </div> </div> </div>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
2024	2025	2026	2027	2028-2032					
279	Liquid Chromatograph Mass Spectrometer - Environmental Lab	-	-	-	-	-	-	400	400
280	Media Preparing Equipment (Microbiology) - Environmental Lab	-	-	-	-	-	-	65	65
281	Mercury Analyzer (Cold Vapour Fluorescence / Atomic Absorption) - Environmental Lab	-	-	-	-	70	-	-	70
282	Microscope - Environmental Lab	75	-	-	-	-	-	30	30
283	Muffle Furnace - Environmental Lab	-	-	-	-	-	-	20	20
284	Nanodrop - Environmental Lab	-	25	-	-	-	-	-	25
285	Pharmacy Lab Refrigerator - Environmental Lab	-	-	-	-	-	-	15	15
286	Powder Containment System (MB) - Environmental Lab	-	-	-	-	-	-	6	6
287	Skalar Auto Sampler - Environmental Lab	-	-	-	-	25	-	-	25
288	Skalar Low P Analyzer - Environmental Lab	-	-	-	-	65	-	-	65
289	Skalar Segmented Flow Analyzer - Environmental Lab	-	130	-	-	-	-	-	130
290	Solids Manifold - Environmental Lab	20	-	-	-	-	-	-	-
291	SPME Gas Chromatograph / Mass Spectrometer / Mass Spectrometer - Environmental Lab	-	-	-	310	-	-	-	310
292	Turbovaps - Environmental Lab	-	36	-	-	-	-	-	36

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<div><div><div><div><div></div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
2024	2025	2026			2027	2028-2032				
293	UV Spec. Plate Readers - Environmental Lab	-	30	-	-	-	-	30		
294	Vacusafe (MB) - Environmental Lab	-	-	-	-	-	4	4		
295	Water Purification System - Environmental Lab	25	-	-	-	-	30	30		
296	Teleloggers - Environmental Services Design	-	5	5	5	5	20	40		
297	Mechanical Bar screen Replacement - Lake Simcoe WPCP	-	-	100	-	-	-	100		
298	RAS Piping - Nonquon WPCP	95	-	-	-	-	-	-		
301	RAS Chamber Split - Plants North - Nonquon	-	75	-	-	-	-	75		
302	Backflow Preventer Device Replacement - Port Darlington WPCP	29	-	-	-	-	-	-		
303	Digester Mixing Pump Rebuild/Replacement - Port Darlington WPCP	-	-	-	-	20	20	40		
304	Grit Blower Rebuild/Replacement - Port Darlington WPCP	-	-	-	-	-	20	20		
305	Grit Pump Rebuild/Replacement - Port Darlington WPCP	-	-	10	-	-	10	20		
306	RAS Pump - Port Darlington WPCP	-	-	-	15	-	30	45		
307	Raw Sewage Pump - Port Darlington WPCP	-	-	-	-	50	50	100		
308	Raw Sludge Pump - Port Darlington WPCP	-	-	15	-	15	15	45		

Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)
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<div><div>Durham Budget</div><div>2023</div></div>			Expenditure Category	2023 Proposed Budget	Forecast					
2024	2025	2026			2027	2028-2032	Forecast Total			
309	Sodium Bisulfite HVAC - Port Darlington WPCP			135	-	-	-	-	-	-
310	Wasting Pump Rebuild/Replacement - Port Darlington WPCP			-	-	-	-	10	10	20
311	48" Round Shoring - Sunderland Depot			-	3	-	-	-	3	6
313	Pipe Locator - Sunderland Depot			-	3	-	-	-	3	6
314	Pressure Washer - Sunderland Depot			-	3	3	-	-	-	6
315	Snow Fence Replacement - Sunderland Depot			-	-	-	-	-	6	6
316	Temporary Traffic Control Sign replacement - Sunderland Depot			-	2	2	-	2	4	10
317	Trench box replacement - Sunderland Depot			-	-	-	-	-	5	5
318	Install AC for Blower Room - Uxbridge Brook WPCP			50	205	-	-	-	-	205
319	Mechanical Bar screen Refurbishment - Uxbridge Brook WPCP			-	100	-	-	-	-	100
320	Arc Flash Study Review - Water Pollution Control Plants			-	-	-	200	-	-	200
321	Electrical Equipment Replacements - WPCP Pumping Stations			50	110	110	50	110	100	480
322	Level Sensing Flow Meters - WPCP Pumping Stations - North			-	80	-	-	-	-	80
323	Pump Replacements - WPCP Pumping Stations - South			-	100	100	100	100	200	600

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<div><div>Durham Budget</div><div>2023</div></div>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
	2024			2025	2026	2027	2028-2032		
324	Integrated Control Technology - Security Project - Duffin Creek WPCP		25	-	-	-	-	-	-
Machinery and Equipment Subtotal			61,829	70,076	43,577	61,263	80,977	213,243	469,136
Information Technology									
325	SCADA System Master Plan for the sanitary sewage pumping stations and implementation requirements		500	-	1,300	1,500	-	-	2,800
326	Standard Laptop		1	2	-	-	-	-	2
327	Power Laptop		13	22	2	6	6	7	43
328	Scanner and Wide Format Black & White Printer - Construction		-	-	-	22	-	-	22
329	UPS/Power PDU - Various Locations		-	-	192	-	-	384	576
330	GIS Hardware (Monitors, backup devices and other) - Data System Management		5	-	-	-	-	-	-
331	Tablet		6	-	-	-	-	-	-
332	Laptops - Duffin Creek WPCP		-	10	-	-	5	15	30
333	SCADA Programming Software Upgrade (ifix) - Duffin Creek WPCP		50	-	-	-	250	250	500
334	SCADA Workstations (Desktops) - Duffin Creek WPCP		10	10	10	10	10	50	90
335	Barcode Printers - Environmental Lab		8	-	-	-	-	-	-
336	LIMS Backup Server - Environmental Lab		-	40	-	-	-	-	40


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<div><div><div><div><div></div></div></div><div>Durham Budget</div></div><div>2023</div></div> <th>Expenditure Category</th> <th>2023 Proposed Budget</th> <th colspan="6">Forecast</th>			Expenditure Category	2023 Proposed Budget	Forecast					
			2024	2025	2026	2027	2028-2032	Forecast Total		
337	LIMS Computer System - Environmental Lab		100	-	-	-	-	120	120	
338	LIMS Domain Controllers - Environmental Lab		-	-	-	50	-	-	50	
339	Power Laptop (with Monitor)		5	7	-	-	-	-	7	
340	Tablet - Environmental Services Design		-	4	4	4	4	20	36	
341	Computers & Monitors Refresh - Financial Services		265	205	63	254	208	860	1,590	
342	Fuel Management System & Infrastructure Replacement - Various Locations		-	-	217	-	-	-	217	
343	Mobile ERIS Equipment - Water Pollution Control Plants		-	-	12	-	-	-	12	
344	Server/Communications Equipment - WPCP Pumping Stations		-	150	-	-	-	-	150	
Information Technology Subtotal			963	450	1,800	1,846	483	1,706	6,285	
Vehicles										
345	1/2 Ton Pick-up Truck - Various Locations		-	134	28	28	56	84	330	
346	1 Ton High Roof Van - Ajax Depot		-	42	-	-	-	-	42	
347	Forklift - Various Locations		-	25	-	-	-	-	25	
348	Tractor - Ajax Depot		-	100	-	-	-	-	100	
349	Rubber tire roller compaction unit - Orono Depot		-	20	-	-	-	-	20	

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 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					
				2024	2025	2026	2027	2028-2032	Forecast Total
350	Asphalt Grinder Attachment (Skid Steer Loader) - Oshawa/Whitby Depot	-	-	-	8	-	-	8	
351	Hybrid Van - Oshawa/Whitby Depot	-	17	-	-	-	-	17	
352	Sidewalk Plow/Snowblower - Oshawa/Whitby Depot	-	-	-	-	-	50	50	
353	Snow Blower for skid steer loader - Oshawa/Whitby Depot	-	10	-	-	-	-	10	
354	Street Flusher - Oshawa/Whitby Depot	-	-	-	117	-	-	117	
355	Street Sweeper attachment for Roadside Mower/Tractor - Oshawa/Whitby Depot	-	8	-	-	-	-	8	
356	Tandem Axle Truck - Oshawa/Whitby Depot	-	-	-	-	-	83	83	
357	Vactor 2100 - Oshawa/Whitby Depot	395	-	-	-	-	-	-	
358	3/4 Ton Pick Up - Scugog Depot	-	28	-	-	-	-	28	
359	Backhoe with Breaker Attachment - Sunderland Depot	-	125	-	-	-	-	125	
<b>Vehicles Subtotal</b>			<b>395</b>	<b>509</b>	<b>28</b>	<b>153</b>	<b>56</b>	<b>217</b>	<b>963</b>

Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)


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<div><div><div><div><div></div><div>Durham</div><div>Budget</div></div><div>2023</div></div></div></div>			Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
	2024	2025			2026	2027	2028-2032			
Furniture and Fixtures										
360	A/V Equipment and Technology Upgrades - Various Locations		10	10	10	10	10	20	60	
361	Parts Cabinets - Ajax Depot		-	16	-	-	-	-	16	
362	Office Chairs - Financial Services		-	1	1	1	1	4	8	
363	Heavy Duty Steel Racking for Materials Storage Building - Orono Depot		-	65	-	-	-	-	65	
364	Office Furniture - Various Locations		-	1	-	1	-	-	2	
365	Parts Cabinets - Oshawa/Whitby Depot		-	109	-	-	-	-	109	
Furniture and Fixtures Subtotal			10	202	11	12	11	24	260	
Allowances & Other Provisions										
366	Regional Sewage Master planning study for the Regional Official Plan Review		600	-	-	-	-	800	800	
367	Biosolids Master Plan		500	500	-	-	-	-	500	
368	York Durham Sanitary Sewerage Master Plan		500	500	-	-	-	-	500	
369	Inflow/infiltration monitoring, studies and required remedial works in various locations		-	500	500	500	500	2,500	4,500	
370	Emergency Planning Updating Requirements		-	100	-	-	-	-	100	
371	Asset Condition Assessments - Reports for the Vertical Assets		300	-	300	300	300	1,500	2,400	



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 <b>Durham Budget</b> <b>2023</b>		Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
372	Asset Condition Assessment/ investigation on trunk sanitary sewer/forcemain system	-	200	200	200	200	1,000	1,800	
373	Climate Change Strategy Allowance	-	300	-	-	-	200	500	
374	Allowance for Vulnerability Assessments for Water Pollution Control Plants	-	350	-	350	-	-	700	
375	Allowance for acquisition of easements	100	100	100	100	100	500	900	
376	Allowance for engineering studies	150	150	150	150	150	750	1,350	
377	Phosphorus Reduction Study for Lake Simcoe Water Pollution Control Plants.	-	-	-	-	250	-	250	
378	Preliminary engineering	100	100	100	100	100	500	900	
379	Allowance for sundry extensions as per Council policy	15	15	15	15	15	75	135	
380	Allowance for unknown requirements	100	100	100	100	100	500	900	
381	Allowance for land severance review and drawing requirements	100	100	100	100	100	500	900	
382	Allowance for Regional share for works in conjunction with residential subdivision development	2,000	2,000	2,000	2,000	2,000	10,000	18,000	
383	Allowance for Regional share for works in conjunction with non-residential development	500	500	500	500	500	2,500	4,500	
384	Allowance for intensification	350	350	350	350	350	1,750	3,150	
Allowances & Other Provisions Subtotal			5,315	5,865	4,415	4,765	4,665	23,075	42,785

Appendix D: 2023-2032 Sanitary Sewerage System Capital Forecast (\$,000's)

Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix C for financing details for capital projects proposed in 2023.

<div><div><div><div><div></div><div>Durham</div><div>Budget</div></div><div>2023</div></div></div></div>	Expenditure Category	2023 Proposed Budget	Forecast					Forecast Total
			2024	2025	2026	2027	2028-2032	
Sanitary Sewerage System Subtotal		147,452	343,922	302,022	249,876	211,886	1,155,490	2,263,196
Total Sanitary Sewerage System		147,452	343,922	302,022	249,876	211,886	1,155,490	2,263,196

\* Rows and columns may not add due to rounding

\*\* Pre-construction capital financing includes expenditures for land purchases, utility relocates, preliminary studies, design, etc.

\*\*\* Projects with regularly recurring expenditures include allowances, machinery and equipment, information technology, vehicles and furniture and fixtures, etc. do not include separate pre-construction and construction capital financing

\*\*\*\* Appendix D includes financing of the following development charge shortfalls as follows:

	2023	2024	2025	2026	2027	2028 - 2032	Grand Total
<b><u>DC Shortfall</u></b>							
Residential DC Shortfall	-	97,362	59,557	69,298	12,000	146,982	385,199
Commercial DC Shortfall	-	-	-	-	-	14,442	14,442
Institutional DC Shortfall	169	622	461	454	245	1,637	3,588
Industrial DC Shortfall	10,215	16,002	26,555	29,249	9,385	109,392	200,798
<b>Total DC Shortfall</b>	<b>10,384</b>	<b>113,986</b>	<b>86,573</b>	<b>99,001</b>	<b>21,630</b>	<b>272,453</b>	<b>604,027</b>

<b><u>Shortfall Financing Source</u></b>							
Rate Stabilization Reserve Fund - Sewer	-	58,469	22,439	-	-	55,284	136,192
Debenture - DC Funded	-	38,893	52,177	69,298	12,000	106,140	278,508
User Rate	10,384	16,624	11,957	29,703	9,630	111,029	189,327
<b>Total Funding</b>	<b>10,384</b>	<b>113,986</b>	<b>86,573</b>	<b>99,001</b>	<b>21,630</b>	<b>272,453</b>	<b>604,027</b>



Responsible for customer service and support for the Region's water supply and sanitary sewerage programs including customer billing, analysis and collections

### Operating: Staffing

\$4,114 | 38.4%

### Capital

\$3,465 | 32.4%

2023  
Proposed  
Expenses

**\$10,704**

### Operating: Non-Staffing

\$3,125 | 29.2%

### User Rate

\$5,908 | 55.2%

### Other Revenue

\$109 | 1.0%

### Fees and Charges

\$1,274 |  
11.9%

2023  
Proposed  
Financing

**\$10,704**

### Reserves / Reserve Funds

\$3,413 | 31.9%

Amounts are in \$,000's



## Table of Contents

Major Programs and Services

Strategic Priorities

Key Targets for 2023

Financial Details:      Summary by Account  
                                 Summary by Program  
                                 Summary of Capital

Details of Budget Changes

Staffing Details

Looking Forward

Appendix A:              2023 Utility Finance Capital Projects

Appendix B:              2023 – 2032 Utility Finance Capital Forecast

## Major Programs and Services

### Utility Finance

#### Customer Services

Collect water and sanitary sewer user rate revenues and provide an efficient and effective customer service operation that meets the needs of our customers and maintains the Region's positive image.

#### Billing and Analysis

Invoice customers for water and sanitary sewer services provided by the Region of Durham as well as completing all meter reading, accounting transactions, revenue analysis and reporting requirements.

#### Headquarters Shared Cost – Utility Finance

The allocated share of costs attributable to Utility Finance for the operation of Regional Headquarters facility.

## Strategic Priorities

For 2023 key priorities and planned actions focus on:

### Service Excellence



Enhance meter reading activities through the transition to full reading for all billings. Meter reader-based readings will replace customer readings used for billings. This will reduce the cost of meter reading and improve the accuracy of billings by eliminating estimated readings. Continued upgrading of outdated water meter reading devices to Radio Frequency (RF) throughout the Region over a three-year period (2022 to 2024) will allow for improvements to meter reading efficiency and help to support the full reading transition.



Expand monthly billing for the largest industrial, commercial, and institutional water and sanitary sewerage customers to better understand customer requirements and support long-term planning.

## Strategic Priorities *Continued*



Champion paper-less billing by migrating customers to MyDurhamWater – the state-of-the-art online customer portal

## Key Targets for 2023

- Process and issue over 750,000 water supply and sanitary sewer customer billings
- 42,000 customers currently enrolled in MyDurhamWater – approximately 22% of total customers. MyDurhamWater enrollments are expected to grow to over 60,000 or 30% of total customers by 2024.
- Issue over 60,000 paperless e-bills through MyDurhamWater
- Provide customer services to water and sanitary sewer customers, including responding to over 90,000 telephone inquiries and 40,000 emails
- 13,000 : 1 – ratio of accounts per customer service staff
- Expand meter reader annual residential readings from 178,000 in 2022 to over 712,000 with the transition to full reading


## Financial Details: Summary by Account (\$,000's)

Provides the gross expenditures and revenues - including both operating and capital - and the resulting net user rate requirement

<div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div>		2022 Estimated Actuals	2022 Approved Budget	2023 Proposed Budget	Variance	
		\$			%	
Expenses						
Operating Expenses						
Personnel Expenses	3,756	4,015	4,114			
Personnel Related	21	24	24			
Communications	1,348	1,264	1,186			
Supplies	41	54	54			
Computer Maintenance & Operations	723	672	742			
Materials & Services	5	20	16			
Equipment Maintenance & Repairs	4	17	17			
Vehicle Operations	31	34	34			
Professional Services	50	110	70			
Contracted Services	399	450	503			
Financial Expenses	20	34	34			
Minor Assets & Equipment	4	4	4			
Contribution to Reserves / Reserve Funds	60	60	80			
Headquarters Shared Costs	346	346	361			
Gross Operating Expenses	6,808	7,104	7,239	135	1.9%	
Capital Expenses						
New	-	-	32			
Replacement	3,422	3,422	3,433			
Capital Expenses Subtotal	3,422	3,422	3,465	43	1.3%	
Total Expenses	10,230	10,526	10,704	178	1.7%	
Revenues and Financing						
Operating Revenue						
Late Payment Charge	(393)	(575)	(575)			
Fees & Service Charges	(686)	(675)	(699)			
Sundry Revenue	(83)	(133)	(109)			
Operating Revenue Subtotal	(1,162)	(1,383)	(1,383)	-	0.0%	

## Financial Details: Summary by Account (\$,000's)

Provides the gross expenditures and revenues - including both operating and capital - and the resulting net user rate requirement

	2022 Estimated Actuals	2022 Approved Budget	2023 Proposed Budget	Variance	
				\$	%
<b>Capital Financing</b>					
Recovery Reserves/Reserve Funds - Capital	(3,393)	(3,393)	(3,413)		
<b>Capital Financing Subtotal</b>	<b>(3,393)</b>	<b>(3,393)</b>	<b>(3,413)</b>	<b>(20)</b>	<b>(0.6%)</b>
<b>Total Revenues and Financing</b>	<b>(4,555)</b>	<b>(4,776)</b>	<b>(4,796)</b>	<b>(20)</b>	<b>(0.4%)</b>
<b>User Rate Requirement</b>					
Utility Finance	5,675	5,750	5,908	158	2.7%



# Financial Details: Summary by Program (\$,000's)


Provides the total operating expense, capital expense, subsidy, other revenue and the resulting user rate requirement for each major program and service

	2022 Estimated Actuals	2022 Approved Budgets					2023 Proposed Budgets					Variance	
		Operating Expenses	Gross Capital	Subsidy Funding	Other Funding	Approved Budget	Operating Expenses	Gross Capital	Subsidy Funding	Other Funding	Proposed Budget	\$	%
Utility Finance													
1 Customer Service	1,322	2,652	14	-	(1,383)	1,283	2,761	10	-	(1,383)	1,388	105	
2 Billing and Analysis	4,007	4,106	3,408	-	(3,393)	4,121	4,118	3,455	-	(3,413)	4,160	39	
3 Headquarters Shared Cost - Utility Finance Portion	346	346	-	-	-	346	360	-	-	-	360	14	
Utility Finance Subtotal	5,675	7,104	3,422	-	(4,776)	5,750	7,239	3,465	-	(4,796)	5,908	158	2.7%
User Rate Requirement Utility Finance	5,675	7,104	3,422	-	(4,776)	5,750	7,239	3,465	-	(4,796)	5,908	158	2.7%

\* Note: Utility Finance is funded 50 per cent by Water Supply and 50 per cent by Sanitary Sewerage

## Financial Details: Summary of Capital (\$,000's)

Provides a summary of the current year capital budget, nine-year capital forecast and proposed financing summarized by asset type. See Appendices for specific capital projects

 <b>Durham Budget</b>	2023	2022 Approved Budget	2023 Proposed Budget	Forecast					Forecast Total
				2024	2025	2026	2027	2028-2032	
Utility Finance									
Capital Expenditures									
Information Technology		29	52	16	16	20	16	118	186
Machinery & Equipment		3,333	3,333	3,334	-	-	-	-	3,334
Vehicles		60	80	80	-	-	80	240	400
Capital Expenditure Subtotal		3,422	3,465	3,430	16	20	96	358	3,920
Capital Financing									
Reserves / Reserve Funds		3,393	3,413	3,414	-	-	80	240	3,734
User Rate		29	52	16	16	20	16	118	186
Capital Financing Subtotal		3,422	3,465	3,430	16	20	96	358	3,920
Total Capital									
Utility Finance		3,422	3,465	3,430	16	20	96	358	3,920

## Details of Budget Changes

<b>Strategic Investments: Utility Finance</b>	<b>2023 Impact</b> (\$ 000's)
New position – Senior Accounting Clerk (1.0 FTE) effective July 1, 2023. Additional details are provided in the Staffing Details section	47
Increase in reserve fund contribution to accelerate the adoption of electric vehicles	20
Year two of a three year capital provision to upgrade water meters with remote radio frequency devices to enable meters to be read without physical contact with the customer's premise. Upgrade will improve customer service with more frequent meter reading and up-to-date data for billing purposes. This project is being delivered in collaboration with the Works Department and the second year cost of \$3.3 million is being funded from the Water Rate Stabilization Reserve Fund	-
Net increase in capital investment – see detailed project listing in Appendix A	23
<b>Strategic Investments: Utility Finance Subtotal</b>	<b>90</b>

<b>Base Adjustments: Utility Finance</b>	<b>2023 Impact</b> (\$ 000's)
Economic increases	52
Line-by-line review savings	(362)
Inflationary increases	364
Increase in Utility Finance's share of costs for the operation and maintenance of Regional Headquarters	14

## Details of Budget Changes *Continued*

<b>Base Adjustments:</b> Utility Finance Subtotal	<b>68</b>
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<b>Net Changes:</b> Utility Finance	<b>158</b>
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## Staffing Details


Utility Finance	Full Time Equivalents (FTE's)
<b>2022 Approved Complement</b>	<u><b>36.5</b></u>
<b>Proposed New Positions</b>	
Senior Accounting Clerk to provide additional support for customer high billing investigations	1.0
<b>Total Proposed New Positions</b>	<u><b>37.5</b></u>
<b>Utility Finance Subtotal</b>	<b>37.5</b>

<b>Total Complement:</b> Utility Finance	<b>37.5</b>
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## Looking Forward

As part of the Region's commitment to provide exceptional value to Durham user rate payers through responsive and effective customer service delivery the Region continues to promote its online customer portal - MyDurhamWater - to provide enhanced water and sewer billing customer services.

In 2023, the Region will enhance customer service delivery with the transition to full meter reading for all billings. This shift from using customer meter readings to a more automated collection of readings by Meter Readers will increase accuracy and efficiency. To support the transition to full reading, the Region is continuing to advance its three-year project (2022 to 2024) to retrofit existing water meters with radio frequency remote reading devices (RF) to eliminate manual meter readings. The total estimated cost of this initiative over the three year period is \$10.0 million with funding being provided from the Water Rate Stabilization Reserve Fund. This is a significant enhancement from a customer service perspective and has been much anticipated as the follow up step to the MyDurhamWater project.

Appendix A: 2023 Utility Finance Capital Projects (\$,000's)														
Provides financing details for capital projects proposed in 2023. See Appendix B for the comprehensive 2023 capital budget and 2024-2032 forecast														
 Durham Budget 2023	Quantity	New / Replacement	2023 Proposed Financing								2023 Proposed Budget	Approved Funding Prior to 2023	Proposed 2024-2032	Total Project to 2032
			Other	Reserve/ Reserve Funds	Industrial DCs	Institutional DCs	Commercial DCs	Residential DCs	Subsidy /Grant	Debenture	User Rate			
Utility Finance														
Information Technology														
Laptop Computer	1	New	-	-	-	-	-	-	-	-	2	2		2
Laptop Computer	11	Replacement	-	-	-	-	-	-	-	-	20	20		20
Neptune360 Tablets	5	New	-	-	-	-	-	-	-	-	20	20		20
Neptune Remote Readers	5	New	-	-	-	-	-	-	-	-	10	10		10
Information Technology Subtotal			-	-	-	-	-	-	-	-	52	52	-	52
Machinery & Equipment														
Water Meter Replacements/Upgrades		Replacement	-	3,333	-	-	-	-	-	-	-	3,333	3,333	10,000
Machinery & Equipment Subtotal			-	3,333	-	-	-	-	-	-	-	3,333	3,333	10,000
Vehicles														
Meter Reading Electric Vehicle	1	Replacement	-	80	-	-	-	-	-	-	-	80		80
Vehicles Subtotal			-	80	-	-	-	-	-	-	-	80	-	80
Utility Finance Subtotal			-	3,413	-	-	-	-	-	-	52	3,465	3,333	10,132
Total Utility Finance			-	3,413	-	-	-	-	-	-	52	3,465	3,333	10,132

Appendix B: 2023-2032 Utility Finance Capital Forecast (\$,000's)

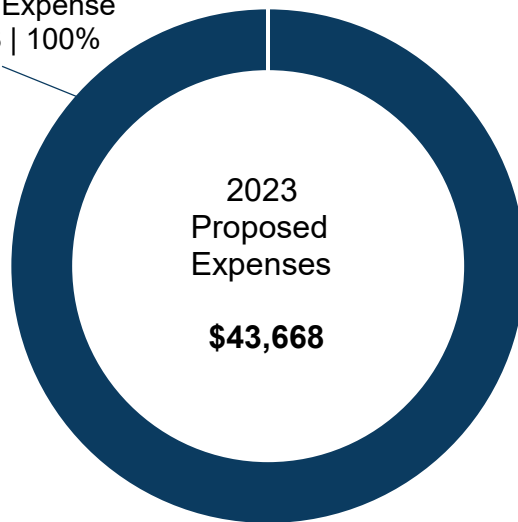
Provides a listing for all projects within the 2023 budget and nine-year capital forecast. See Appendix A for financing details for capital projects proposed in 2023

<div><div><div><div><div></div><div>DURHAM REGION</div></div><div><div>Durham</div><div>Budget</div></div></div><div>2023</div></div></div>		Expenditure Category	2023 Proposed Budget	Forecast					
				2024	2025	2026	2027	2028-2032	Forecast Total
Utility Finance									
Information Technology									
Laptop Computer			22	16	16	20	16	88	156
Neptune360 Tablets			20	-	-	-	-	20	20
Neptune Remote Readers			10	-	-	-	-	10	10
Information Technology Subtotal			52	16	16	20	16	118	186
Machinery & Equipment									
Water Meter Upgrades			3,333	3,334	-	-	-	-	3,334
Machinery and Equipment Subtotal			3,333	3,334	-	-	-	-	3,334
Vehicles									
Meter Reading Electric Vehicle			80	80	-	-	80	240	400
Vehicles Subtotal			80	80	-	-	80	240	400
									-
Utility Finance Subtotal			3,465	3,430	16	20	96	358	3,920
Total Utility Finance			3,465	3,430	16	20	96	358	3,920



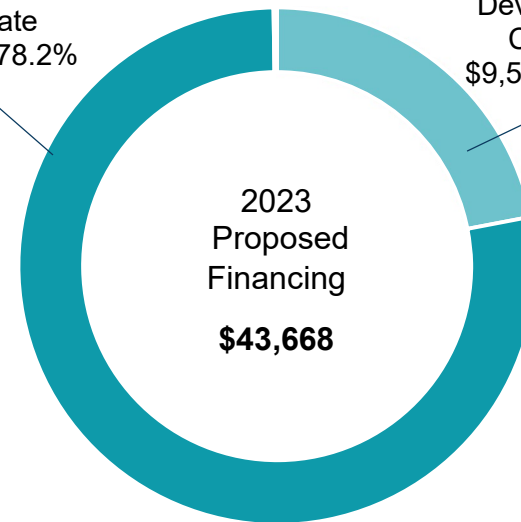
Corporate costs required to support the on-going operation of the Water Supply and Sanitary Sewerage systems

Program Expense  
\$43,668 | 100%



User Rate  
\$34,142 | 78.2%

Development  
Charges  
\$9,526 | 21.8%



Amounts are in \$,000's





## Table of Contents

Major Programs and Services

Strategic Priorities

Key Targets for 2023

Financial Details:     Summary by Account  
                              Summary by Program

Details of Budget Changes

Looking Forward

## Major Programs and Services

### Corporate Items – Water Supply

Providing financial assets and corporate resources to support the ongoing operation of the water supply system. This includes funds required for asset management of the Region's water supply infrastructure, debt servicing costs and corporate costs to support the Region's water supply services including human resources, finance, and information technology.

### Corporate Items – Sanitary Sewerage

Providing financial assets and corporate resources to support the ongoing operation of the sanitary sewerage system. This includes funds required for asset management of the Region's sanitary sewerage infrastructure, debt servicing costs and corporate costs to support the Region's sanitary sewerage services including human resources, finance, and information technology.

## Strategic Priorities

For 2023 key priorities and planned actions focus on:

### Service Excellence




Responsible management of Regional assets to ensure uninterrupted support to the water supply and sanitary sewerage system.

## Key Targets for 2023

- Continue to increase financing available for the rehabilitation and renewal of the Region's infrastructure in alignment with the Asset Management Plan and prudent asset management practices to maximize the value of assets over their life cycle
- Provide corporate resources to support the operation of the water supply system, effectively serving approximately 184,950 water customers, a 1.00% increase in water customers over 2022 actuals
- Provide corporate resources to support the operation of the sanitary sewerage system, effectively serving approximately 180,179 sewer customers, a 1.05% increase in sewer customers over 2022 actuals


## Financial Details: Summary by Account (\$,000's)

Provides the gross expenditures and revenues - including both operating and capital - and the resulting net user rate requirement

	2022 Estimated Actuals	2022 Approved Budget	2023 Proposed Budget	Variance	
				\$	%
<b>Expenses</b>					
<b>Operating Expenses</b>					
Communications	50	88	72		
Debt Charges	14,339	14,339	13,406		
Professional Services	197	225	222		
Financial Expenses	1,383	1,486	1,576		
Contribution to Reserves / Reserve Funds	19,064	19,064	19,491		
<b>Operating Expenses Subtotal</b>	<b>35,033</b>	<b>35,202</b>	<b>34,767</b>	<b>(435)</b>	<b>(1.2%)</b>
<b>Internal Transfers &amp; Recoveries</b>					
Net Corporate Charge	8,617	8,617	8,901		
<b>Internal Transfers &amp; Recoveries Subtotal</b>	<b>8,617</b>	<b>8,617</b>	<b>8,901</b>	<b>284</b>	<b>3.3%</b>
<b>Total Expenses</b>	<b>43,650</b>	<b>43,819</b>	<b>43,668</b>	<b>(151)</b>	<b>(0.3%)</b>
<b>Revenues and Financing</b>					
<b>Operating Revenue</b>					
DC Revenues - for Debt Charges	(9,633)	(9,633)	(9,526)		
<b>Operating Revenue Subtotal</b>	<b>(9,633)</b>	<b>(9,633)</b>	<b>(9,526)</b>	<b>107</b>	<b>1.1%</b>
<b>Total Revenues and Financing</b>	<b>(9,633)</b>	<b>(9,633)</b>	<b>(9,526)</b>	<b>107</b>	<b>1.1%</b>
<b>User Rate Requirement</b>					
Corporate Items - Water Supply and Sanitary Sewerage	34,017	34,186	34,142	(44)	(0.1%)

# Financial Details: Summary by Program (\$,000's)

Provides the total operating expense, capital expense, subsidy, other revenue and the resulting user rate requirement for each major program and service

<div> <div>  <div> <div>Durham</div> <div>Budget</div> </div> </div> <div>2023</div> </div>	2022 Estimated Actuals	2022 Approved Budgets					2023 Proposed Budgets					Variance	
		Operating Expenses	Gross Capital	Subsidy Funding	Other Funding	Approved Budget	Operating Expenses	Gross Capital	Subsidy Funding	Other Funding	Proposed Budget	\$	%
Corporate Items - Water Supply	13,835	14,355	-	-	(437)	13,918	14,807	-	-	(437)	14,370	452	3.2%
Corporate Items - Sanitary Sewerage	20,182	29,464	-	-	(9,196)	20,268	28,861	-	-	(9,089)	19,772	(496)	(2.4%)
<b>User Rate Requirement</b> Corporate Items - Water Supply and Sanitary Sewerage	<b>34,017</b>	<b>43,819</b>	<b>-</b>	<b>-</b>	<b>(9,633)</b>	<b>34,186</b>	<b>43,668</b>	<b>-</b>	<b>-</b>	<b>(9,526)</b>	<b>34,142</b>	<b>(44)</b>	<b>(0.1%)</b>

## Details of Budget Changes

<b>Base Adjustments:</b> Corporate Items – Water Supply and Sanitary Sewerage	<b>2023 Impact</b> (\$ 000's)
Economic increases	61
Inflationary increases	518
Line-by-line review savings	(19)
Annualization of the Water and Sewer portion of the annual licensing, consulting and cloud hosting fees for Maximo, the Region's maintenance management system	223
Decrease in debt servicing costs funded by user rates resulting from the retiring of sewer debt for incinerators for the Region's water pollution control plants	(827)
<b>Base Adjustments:</b> Corporate Items – Water Supply and Sanitary Sewerage Subtotal	<b>(44)</b>
<b>Net Changes:</b> Corporate Items – Water Supply and Sanitary Sewerage	<b>(44)</b>

## Looking Forward

The Corporate Items program (water supply and sanitary sewerage) is instrumental in delivering on the Region's commitment to provide exceptional value to Durham taxpayers in a responsive, effective and fiscally sustainable manner by supporting the on-going operation of critical infrastructure and the provision of front-line services to residents.

It is anticipated that debt levels and associated debt servicing costs will be increasing over the ten-year forecast, both to fund the current ten-year capital forecast but also for the currently undetermined impact of Bill 23.



## The Regional Municipality of Durham Report

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To: Finance and Administration Committee  
From: Commissioner of Finance  
Report: #2022-F-23  
Date: December 13, 2022

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**Subject:**

Recommended 2023 Water and Sanitary Sewer User Rates

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**Recommendations:**

That the Finance and Administration Committee recommends to Regional Council:

- A) That the 2023 Regional Water and Sanitary Sewer User Rates increase by 4.3 per cent for an average residential customer effective January 1, 2023, with the Regional water rates increasing by 3.6 per cent and the Regional sanitary sewer rates increasing by 5.0 per cent from the 2022 user rate levels as set out in Attachment #1 and Attachment #2 of this report respectively;
- B) That the 2023 Raw Water rates for the Whitby raw water customer be increased by 3.6 per cent as set out in Attachment #1 of this report, effective January 1, 2023;
- C) That the 2023 water charges for the Sun Valley Heights Homeowners Co-operative Water System be as set out in Attachment #3 of this report, effective January 1, 2023;
- D) That the 2023 Regional Water and Sanitary Sewer Systems Miscellaneous Fees and Charges be as set out in Attachment #4 of this report, effective January 1, 2023;
- E) That the 2023 fee schedule for laboratory services at the Regional Environmental Laboratory located at the Duffin Creek Water Pollution Control Plant be as set out in Attachment #5 of this report, effective January 1, 2023; and
- F) That the Regional Solicitor be instructed to prepare the necessary by-laws to implement the foregoing recommendations.

**Executive Summary:****1. Background**

- 1.1 This report outlines the recommended Water and Sanitary Sewer User Rates to be effective January 1, 2023 including background on the parameters used in determining the recommended rates. This report is presented concurrently with the 2023 Business Plans and Budget and Nine-Year Capital Forecast for the Consolidated Water Supply and Sanitary Sewerage Systems report (Report #2022-F-22) which describes the proposed 2023 operating and capital works, nine-year capital forecast and associated financing.
- 1.2 The Region's water and sanitary sewer user rates are reviewed annually, and recommendations are made to Council in December, prior to a January 1st implementation of the approved user rates. It is imperative that user rates be approved in 2022 so that they can be implemented with the first customer billings commencing early January 2023.
- 1.3 The water and sanitary sewage systems are "User Pay" as property taxes are not used to fund water and sanitary sewage systems costs.
- 1.4 Public notification that the proposed 2023 water and sanitary sewer user fees and related charges will be considered by the Finance and Administration Committee on December 13, 2022 and by Regional Council on December 21, 2022, was provided in local newspapers throughout the Region on November 3<sup>rd</sup> and November 24<sup>th</sup>, 2022 and was posted on the Region's website.

**2. 2023 Recommended Water and Sanitary Sewer User Rate Increases**

- 2.1 The recommended 3.6 per cent water user rate increase and 5.0 per cent sanitary sewer user rate increase (4.3 per cent combined for an average residential customer) supports an increase in net user rate supported expenditures of 3.9 per cent for water and 5.1 per cent for sanitary sewage.
- 2.2 The current 2022 and recommended 2023 Water and Sanitary Sewer User Rates are provided in Attachment #1 and Attachment #2 of this report, respectively. The recommended 2023 Regional Water and Sanitary Sewer Rates represent a combined increase of approximately 4.3 per cent or \$45.92 annually for an average residential customer.
- 2.3 The recommended user rates are based on the proposed 2023 operating and capital costs and associated financing which are outlined in detail in the 2023 Business Plans and Budget and Nine-Year Capital Forecast for the Consolidated Water Supply and Sanitary Sewerage Systems report (Report #2022-F-22), as well as customer and consumption projections described below.



- 2.4 For water, the recommended user rate increase of 3.6 per cent is required to finance a proposed 2023 net user rate supported budgeted net expenditure increase of \$4.6 million or 3.9 per cent over 2022, which will allow for:
- A net operating cost increase of \$3.0 million mainly for:
    - significant inflationary increases including chemicals and utilities;
    - annual economic increases;
    - annualization of 9.001 full-time equivalent positions (FTEs) approved in 2022;
    - 4.806 new FTEs proposed for 2023;
    - enhancements to the Region's utility locate program to ensure compliance with the *Ontario Underground Infrastructure Notification System Act, 2012*; and
    - annualization of the licensing, consulting and cloud hosting fees for Maximo, the Region's maintenance management system and preliminary consulting work to position the Region to migrate to Maximo Application Suite before 2025.
  - A \$1.6 million increase in the user rate capital program contribution; and
  - Debt servicing costs funded from water user rates that are largely consistent with the 2022 costs.
- 2.5 For sanitary sewer, the user rate increase of 5.0 per cent is required to finance a proposed 2023 user rate supported budgeted net expenditure increase of \$5.9 million or 5.1 per cent over 2022, which will allow for:
- A net operating cost increase of \$3.9 million mainly for:
    - significant inflationary increases including chemicals and utilities;
    - Annual economic increases;
    - Annualization of 7.519 FTEs approved in 2022;
    - 3.583 new FTEs proposed for 2023; and
    - annualization of the annual licensing, consulting and cloud hosting fees for Maximo, the Region's maintenance management system and preliminary consulting work to position the Region to migrate to Maximo Application Suite
  - A \$2.9 million increase in the user rate capital program contribution;
  - A decrease in debt servicing costs funded by user rates of \$0.8 million mainly due to debt retirement for Water Pollution Control Plant incinerators.

### 3. Basis for the Proposed 2023 User Rates

3.1 Figure 1 summarizes the projected data used to develop the 2023 user rates.

**Figure 1**  
**Projected Data Used to Develop 2023 Water & Sanitary Sewerage User Rates**

Parameter	Water	Sanitary Sewerage
<b>Customers</b>		
• Number	184,950	180,179
• Growth from 2022 Actual	1.00%	1.05%
<b>Consumption / Flow</b>		
• Cubic Metres (millions)	56.32	54.18
• Change from 2022 Budget	0.0%	0.0%
<b>User Rate Revenue Requirements</b>		
• Total Expenditures	\$122,818,256	\$123,442,582
• Increase from 2022 Budget	3.9%	5.1%
<b>User Rate Change Requirement</b>		
• Per cent	<b>3.6%</b>	<b>5.0%</b>
• Impact on Revenue of 1% Rate Change	<b>\$1,186,000</b>	<b>\$1,175,000</b>

3.2 Impact of a 1 per cent Rate Change – any change in either expenditures or other revenues by \$1,186,000 for water or by \$1,175,000 for sanitary sewer is equivalent to a 1 per cent change in the respective user rate.

3.3 The 2023 growth in the number of customers is projected at 1.00 per cent for water and 1.05 per cent for sanitary sewer. This is consistent with the growth in the number of customers projected for 2022.

3.4 Billed water consumption for 2023 is projected as follows:

- **Overall** – Total billed 2023 water consumption and sanitary sewage flows are projected to be relatively unchanged from the 2022 Budget due to projected residential component decreases being offset by increases in the industrial, commercial, institutional (ICI) consumption component.
- **Residential** – Residential consumption represents almost 80 per cent of water consumption. Residential water consumption has two components: Base day-to-day usage year-round (Base Consumption) and seasonal usage, with Base Consumption representing the larger share.

Base Consumption is recalculated for each year using data up to May adjusted to an annual basis. This data excludes seasonal summer usage.

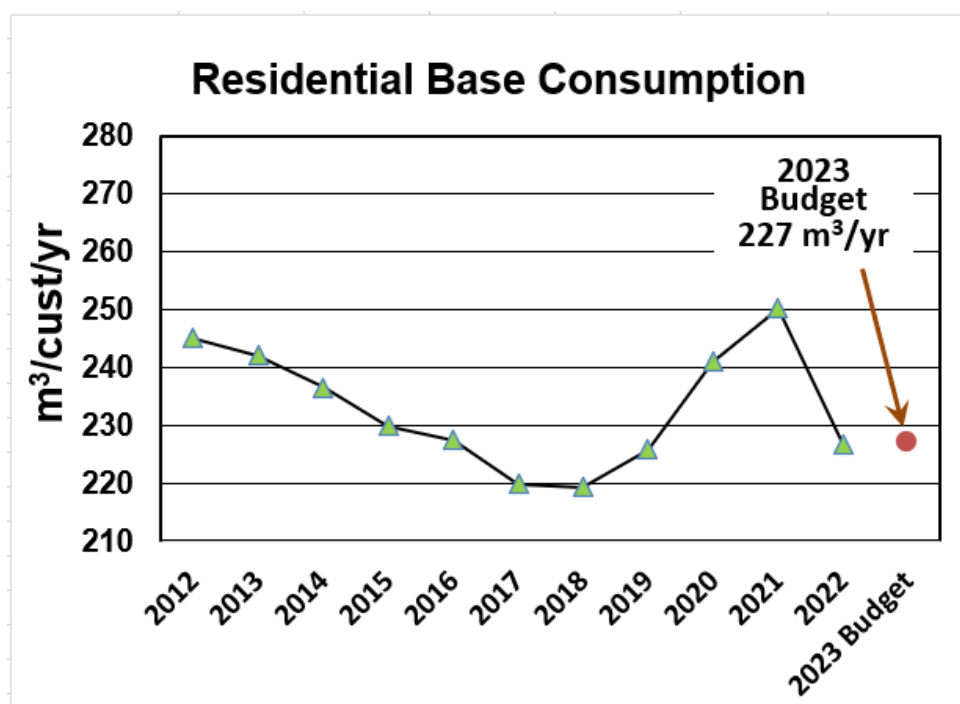
Figure 2 illustrates the Residential Base Consumption trend for the last 11 years. From 2000 until 2017 Residential Base Consumption per customer steadily decreased at a rate of about 2.4 per cent per year. Contributing factors to this decline in Base Consumption include the water efficient fixtures required in new construction by the Provincial Building Code and the popularity of more water efficient appliances.

In 2018 data suggested a levelling off of Residential Base Consumption at 219 m<sup>3</sup>/customer/year (similar to 2017), followed by increases to 226 m<sup>3</sup>/customer/year in 2019 and 241 m<sup>3</sup>/customer/year in 2020 and peaking in 2021 at 250 m<sup>3</sup>/customer/year. This year (2022) the level has dropped back to 227 m<sup>3</sup>/customer/year which is very close to pre-COVID-19 levels (2019).

For 2023 budgeting purposes it is assumed that residential base consumption will be consistent with the current level of 227 m<sup>3</sup>/customer/year (a decrease from the 233 m<sup>3</sup>/customer/year budgeted for 2022).

Should actual Residential Base Consumption be lower than projected in 2023, funding from the Water Rate Stabilization Reserve Fund and the Sewer Rate Stabilization Reserve Fund may be required to finance any resulting deficits.

**Figure 2**  
**Residential Base Consumption**



Total residential consumption also includes a seasonal component (not graphed above). The projected seasonal usage for 2023 is 13 m<sup>3</sup>/customer/year, an increase from the 12 m<sup>3</sup>/customer/year budgeted for 2022. The projected 2023 seasonal consumption of 13 m<sup>3</sup>/customer/year is consistent with average historical levels.

Thus, the total residential consumption is 240 m<sup>3</sup>/customer/year (Base at 227 m<sup>3</sup>/customer/year + Seasonal at 13 m<sup>3</sup>/customer/year). Based on this and water customer growth of 1.0 per cent (sewer 1.05 per cent), total residential water consumption is budgeted to decrease by 1.0 per cent (sewer to decrease by 1.1 per cent) from 2022 budget levels.

- **Non-Residential (ICI) Consumption Share** – ICI (industrial, commercial & institutional) consumption trends this year indicate year-end consumption marginally higher than budgeted due to increases in consumption by larger users. This has been reflected in the projected ICI consumption class with water increasing by 3.6 per cent from 2022 Budget levels (sewer to increase by 4.0 per cent).

#### 4. Customer Impacts

- 4.1 **Average Residential Customer Bill Impact** – Based on the assumptions outlined above for customer growth and consumption and the proposed budgetary increases, the 2023 water user rates are proposed to increase by 3.6 per cent and sanitary sewer user rates are proposed to increase by 5.0 per cent over the approved 2022 user rate levels. The combined proposed water and sewer user rates results in an increase of \$11.48 or 4.3 per cent on a quarterly bill (\$45.92 per annum) for the average residential customer as outlined in Figure 3.

**Figure 3**

2023 Proposed Regional User Rate Charges Typical Residential Customer Impact				
Average Water Consumption:		52,800 gallons/year 240.0 m³/year		
Billings (\$/quarter)				
	2022 Actual	2023 Proposed	Increase	
Water	\$126.73	\$131.29	\$4.56	3.6%
Sewer	\$138.15	\$145.07	\$6.92	5.0%
Total (\$/quarter)	\$264.88	\$276.36	\$11.48	4.3%
Annual Billing (\$/year)	\$1,059.52	\$1,105.44	\$45.92	4.3%

- 4.2 **Large Industrial Customer Impact** - The proposed 2023 water and sanitary sewer user rates result in a bi-monthly increase of \$4,122 or 4.5 per cent for a large industrial customer (a customer in the top 25 users) using 227,272 m<sup>3</sup> annually (50 million gallons) as outlined in Figure 4.

**Figure 4**

2023 Proposed Regional User Rate Charges				
Large Industrial Customer Impact				
Average Water Consumption:		50,000,000 gallons/year 277,272 m³/year		
Billings (\$/bimonthly)				
	2022 Actual	2023 Proposed	Increase	
Water	\$35,944	\$37,242	\$1,298	3.6%
Sewer	\$56,426	\$59,250	\$2,824	5.0%
Total (\$/bimonthly)	\$92,370	\$96,492	\$4,122	4.5%
Annual Billing (\$/year)	\$554,220	\$578,952	\$24,732	4.5%

## 5. Competitiveness of Durham's Water and Sanitary Sewage Rates

- 5.1 Durham's average residential water and sanitary sewer charges compare favourably with other municipal water and sanitary sewer rates as well as other utility costs.
- 5.2 **Residential customers** - Of 13 larger municipalities across Ontario, Durham's 2022 Regional water and sanitary sewer charges are below the average at the 5<sup>th</sup> lowest.
- 5.3 **Large users** – Similarly, of the 13 larger municipalities, the Region's 2022 water and sanitary sewer rates were the 2<sup>nd</sup> lowest for a large user. The Region's declining block rates reflect the Region's reduced unit cost of servicing large customers (the lowest was London which also has declining block rates for large customers).
- 5.4 A frequently used metric for assessing affordability compares water and sanitary sewer charges to average family income. A US Environmental Protection Agency report on drinking water affordability lists a number of studies which suggest an affordability threshold for water and/or sanitary sewer charges in the range of 1.5 per cent to 2.5 per cent of average annual income. Durham's combined water and sewer service costs for an average customer are below the threshold at about 1.0 per cent of the average Oshawa Census Metropolitan Area (CMA) family income.
- 5.5 Although these measures indicate that the Region's water and sanitary sewer charges are generally affordable, they do not fully address the issue of affordability for all customers. Staff continue to study the affordability of water and sanitary sewer rates including considering whether there are alternative measures which should be considered to address the affordability of the water and sanitary sewer charges on various segments of the customer base.

## 6. Other Fees & Charges

- 6.1 **Attachment #1 – Recommended Raw Water Rate** – The Region operates a raw water system in Whitby which is supplied from the Whitby Water Supply Plant. This raw water system currently serves one large industrial customer (Gerdau Ameristeel Corporation). Due to lower costs, raw water is charged at a lower volumetric rate than the potable water rates. The 2023 raw water rate is proposed to increase by 3.6 per cent, aligned with the increase in the potable water rate and is included in Attachment #1. The proposed 2023 raw water rate is approximately 38.2 per cent of the 3<sup>rd</sup> block potable water rate.
- 6.2 **Attachment #3 – Sun Valley Heights Homeowners Co-operative Water System Proposed Charges** – The charges for this local community system serving 17 customers are separate from the Regional water and sewage rates. Based on an analysis of total costs related to this local system, it is recommended that their quarterly bill be increased to \$447.00 (an increase of \$3.00 or 0.7 per cent).
- 6.3 **Attachment # 4 – Recommended Miscellaneous Fees & Charges** – This schedule includes a number of water and sewer system related fee categories, which are each reviewed annually. One change is recommended for 2023.
- **Item 38 – Fire Flow Tests** – The Region will carry out Fire Flow Tests on hydrants upon request for the fees specified in Item 38. Such tests may be requested for insurance purposes. However, going forward the Region will no longer offer this service during winter months (November 1 to April 30) due to problems that may arise during freezing temperatures.
- 6.4 **Attachment #5 – Recommended Laboratory Fees** – The recommended 2023 Fee Schedule for Laboratory Services at the Regional Environmental Laboratory, located at the Duffin Creek Water Pollution Control Plant, is provided in Schedule 5. No changes are recommended to the existing 2022 fees for 2023. The Lab Fees are currently undergoing a review which will help inform potential fee changes for 2024.

## 7. Projected User Rate Considerations Over the Forecast Period (2024 – 2032)

- 7.1 Based upon projections to 2032 (excluding the impacts of Bill 23), it is estimated that the combined water and sanitary sewer user rate increases of approximately 4 per cent to 6 per cent on average per year may be required over the forecast period. Staff will be working on determining the growth and financial impacts of Bill 23 which are anticipated to impact future user rate increases. Impacts will be primarily accommodated beginning in the 2024 Business Plans and Budget and will be reflected in future Business Plans, Budgets and Nine-Year Capital Forecasts.
- 7.2 These projections will be impacted by various factors including:
- Customer growth that may be lower than that experienced over the last number of years;

- Potential for reductions in residential base water consumption and thus related revenues without a resulting offsetting reduction in costs. The 2023 proposed user rates assume a decrease in residential base consumption to 227 m<sup>3</sup>/customer/per year from 233 m<sup>3</sup>/customer/year. This decrease, at least in part, is attributable to the reversal of the impact that the COVID-19 pandemic had on residential base consumption with individuals working and students attending school virtually from home. Although it is expected that while school activities will return to historical levels, workers will not to the same extent. It remains to be seen what the long-term impact is on residential consumption, but generally it is expected to level off. On the non-residential side (ICI), current trends are hopeful. However, trends can change quickly and future Business Plans and Budget and User Rates must be adjusted as required to reflect economic realities;
- Market price impacts and volatility, including energy costs, chemicals and related equipment and supplies, currently reflect high inflation rates which is driving up costs; and
- Significant investments are required in water supply and sanitary sewerage infrastructure to meet growth related, asset management, climate change adaptation/mitigation and regulatory requirements. The 2024 to 2032 Capital Forecast is discussed in the 2023 Business Plans and Budget and Nine-Year Capital Forecast for the Water Supply and Sanitary Sewerage Systems report (Report #2022-F-22).

## **8. Schedules of Rates & Fees**

- 8.1 The following recommended Durham Region 2023 water and sanitary sewer user rates, fees and charges are set out in Attachment #1 through Attachment #5 of this report:
- The recommended 2023 Water User Rates are 3.6 per cent higher than the 2022 rates and are set out in Attachment #1.
  - The recommended 2023 Raw Water Rate for the Whitby raw water customer is 3.6 per cent higher than the 2022 rate and is set out in Attachment #1.
  - The recommended 2023 Sanitary Sewage User Rates are 5.0 per cent higher than the 2022 rates and are set out in Attachment #2.
  - The recommended 2023 Water Rate for the Sun Valley Heights Homeowners Co-operative Water System is set out in Attachment #3.
  - The recommended 2023 Water & Sanitary Sewer Systems Miscellaneous Fees & Charges are set out in Attachment #4.
  - The recommended 2023 Fee Schedule for Laboratory Services at the Regional Environmental Laboratory located at the Duffin Creek WPCP is set out in Attachment #5.

## **9. Relationship to Strategic Plan**

9.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:

- a. Goal 5 Service Excellence – To provide exceptional value to Durham taxpayers through responsive, effective and fiscally sustainable service delivery. By responsibly managing the Region's financial assets, the proposed 2023 User Rates for Water Supply and Sanitary Sewerage look to optimize resources to deliver critical infrastructure and services for current and future generations.

## **10. Conclusion**

- 10.1 The proposed 2023 Regional Water and Sanitary Sewer User Rates reflect a combined increase of 4.3 per cent for an average residential customer effective January 1, 2023, with the Regional water rates increasing by 3.6 per cent and the Regional sanitary sewer rates increasing by 5.0 per cent.
- 10.2 The proposed combined water and sanitary sewer user rate increase results in an increase of \$11.48 on a quarterly bill (\$45.92 per annum) for an average residential customer.
- 10.3 The proposed rate increases are based on projected customer growth of 1.00 per cent in water customers and 1.05 per cent in sewer customers with residential base consumption decreasing to 227 m<sup>3</sup>/customer/year and seasonal usage increasing slightly to 13 m<sup>3</sup>/customer/year (total 240 m<sup>3</sup>/customer/year).
- 10.4 The 2023 Proposed Business Plans and Budget for Consolidated Water Supply and Sanitary Sewerage Systems can be accommodated within the 2023 proposed Regional Water and Sanitary Sewer User Rates recommended in this report.
- 10.5 The Commissioner of Works has reviewed this report and concurs with its recommendations.

## **11. Attachments**

- Attachment #1: Recommended 2023 Water User Rates
- Attachment #2: Recommended 2023 Sanitary Sewer User Rates
- Attachment #3: Recommended 2023 Water Charges for the Sun Valley Heights Homeowners Co-operative Water System



- Attachment #4: Recommended 2023 Water & Sanitary Sewer Systems  
Miscellaneous Fees & Charges
- Attachment #5: Recommended 2023 Fee Schedule for Laboratory Services at  
the Regional Environmental Laboratory Located at the Duffin  
Creek Water Pollution Control Plant
- Attachment #6: 2023 Water and Sanitary Sewer User Rates – Detailed Report
- Attachment #7: Background on Water and Sanitary Sewer User Rates

Original Signed By

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Nancy Taylor, BBA, CPA, CA  
Commissioner of Finance

Recommended for Presentation to Committee:

Original Signed By

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Elaine Baxter-Trahair  
Chief Administrative Officer

## Attachment #1 - Recommended 2023 Water User Rates

REGIONAL MUNICIPALITY OF DURHAM								
Water User Rate Schedule					2023 Rate Increase = 3.6%			
Monthly								
Effective January 1, 2023								
Volumetric Charges								
Block	Consumption Range				Current		Proposed	
	From	To	Units	2022		2023		
First Block	0	to 45	cubic metres/month	\$1.148	/cubic metre	\$1.189	/cubic metre	
	0	to 10,000	gallons/month	\$5.217	/1,000 gallons	\$5.405	/1,000 gallons	
	0	to 1,600	cubic feet/month	\$3.250	/100 cubic feet	\$3.367	/100 cubic feet	
Second Block	46	to 4,500	cubic metres/month	\$0.976	/cubic metre	\$1.011	/cubic metre	
	10,001	to 1,000,000	gallons/month	\$4.437	/1,000 gallons	\$4.597	/1,000 gallons	
	1,601	to 160,000	cubic feet/month	\$2.764	/100 cubic feet	\$2.864	/100 cubic feet	
Third Block	Over	4,500	cubic metres/month	\$0.896	/cubic metre	\$0.928	/cubic metre	
	Over	1,000,000	gallons/month	\$4.073	/1,000 gallons	\$4.220	/1,000 gallons	
	Over	160,000	cubic feet/month	\$2.537	/100 cubic feet	\$2.629	/100 cubic feet	
Basic Charges (\$/month)								
Meter/Fire Line Size		Service Charge		Minimum Charge		Unmetered Fire Line Charge		
		Current	Proposed	Current	Proposed	Current	Proposed	
Inches	mm	2022	2023	2022	2023	2022	2023	
Standard	Standard	\$19.29	\$19.98	n/a	n/a	n/a	n/a	
1-inch	25-mm	\$39.20	\$40.61	\$65.00	\$68.00	\$14.89	\$15.43	
1 ½-inch	38-mm	\$83.43	\$86.43	\$125.00	\$130.00	\$20.02	\$20.74	
2-inch	51-mm	\$180.17	\$186.66	\$241.00	\$250.00	\$38.74	\$40.13	
2 ½-inch	64-mm	n/a	n/a	n/a	n/a	\$51.34	\$53.19	
3-inch	76-mm	\$316.73	\$328.13	\$413.00	\$428.00	\$68.07	\$70.52	
4-inch	102-mm	\$629.78	\$652.45	\$815.00	\$844.00	\$136.15	\$141.05	
5-inch	127-mm	n/a	n/a	n/a	n/a	\$182.80	\$189.38	
6-inch	152-mm	\$1,170.47	\$1,212.61	\$1,489.00	\$1,542.00	\$251.40	\$260.45	
8-inch	203-mm	\$1,995.40	\$2,067.23	\$2,447.00	\$2,535.00	\$418.89	\$433.97	
10-inch	254-mm	\$3,247.08	\$3,363.97	\$3,876.00	\$4,016.00	\$668.44	\$692.50	
12-inch	305-mm	n/a	n/a	n/a	n/a	\$942.46	\$976.39	
Flat Rate (includes consumption)								
		Current	Proposed					
		2022	2023					
Monthly/unit		\$45.38	\$47.01					
Quarterly/unit		\$136.14	\$141.03					
Annually/unit		\$544.56	\$564.12					
Other - Raw Water Rate					Recommended Raw Water Rate Increase: 3.6%			
				Current	2022	Proposed	2023	
All volumes			cubic metres	\$0.342	/cubic metre	\$0.355	/cubic metre	
			gallons	\$1.556	/1,000 gallons	\$1.612	/1,000 gallons	
Late payment charge is 2%. A bill payment is late if not made within 16 days of the date on which the bill is issued.								

## Attachment #2 - Recommended 2023 Sanitary Sewer User Rates

REGIONAL MUNICIPALITY OF DURHAM								
Sewage User Rate Schedule					2023 Rate Increase = 5.0%			
Monthly								
Effective January 1, 2023								
Volumetric Charges								
Block	Consumption Range				Current 2022		Proposed 2023	
	From	To	Units					
First Block	0	to 45	cubic metres/month		\$1.925	/cubic metre	\$2.021	/cubic metre
	0	to 10,000	gallons/month		\$8.750	/1,000 gallons	\$9.188	/1,000 gallons
	0	to 1,600	cubic feet/month		\$5.451	/100 cubic feet	\$5.724	/100 cubic feet
Sewer rate expressed as a % of water rate					167.7%		170.0%	
Second Block	46	to 4,500	cubic metres/month		\$1.694	/cubic metre	\$1.779	/cubic metre
	10,001	to 1,000,000	gallons/month		\$7.700	/1,000 gallons	\$8.085	/1,000 gallons
	1,601	to 160,000	cubic feet/month		\$4.797	/100 cubic feet	\$5.037	/100 cubic feet
Sewer rate expressed as a % of water rate					173.5%		175.9%	
Third Block		Over 4,500	cubic metres/month		\$1.424	/cubic metre	\$1.495	/cubic metre
		Over 1,000,000	gallons/month		\$6.472	/1,000 gallons	\$6.796	/1,000 gallons
		Over 160,000	cubic feet/month		\$4.032	/100 cubic feet	\$4.234	/100 cubic feet
Sewer rate expressed as a % of water rate					158.9%		161.0%	
Basic Charges (\$/month)								
Meter	Service Charge		Minimum Charge		Flat Rate/unit			
	Current 2022	Proposed 2023	Current 2022	Proposed 2023	Current 2022	Proposed 2023	Current 2022	Proposed 2023
Standard	\$7.55	\$7.93	No minimum charge		\$51.30		\$51.30	\$53.87
All other sizes								
Monthly	\$7.55	\$7.93	\$51.00	\$54.00	\$51.30		\$51.30	\$53.87
Quarterly	\$22.65	\$23.79			\$153.90		\$153.90	\$161.61
Annually	\$90.60	\$95.16			\$615.60		\$615.60	\$646.44
Late payment charge is 2%. A bill payment is late if not made within 16 days of the date on which the bill is issued.								

## Attachment #3 - Recommended 2023 Water Charges for the Sun Valley Heights Homeowners Co-operative Water System

Sun Valley Home Owners Co-Operative				
2023 Projected Costs				
		Budget		Projected Cost
Cost Item		2022		2023
		\$		\$
Hydro Electricity		2,000		2,000
Property Taxes		600		600
Laboratory Costs		2,255		2,255
Operator & Reports		17,634		17,900
Vehicle		2,870		2,870
Operation Materials		2,600		2,600
Machinery and Equipment		1,550		1,600
Maintenance Materials & Other		600		600
<b>TOTAL</b>		<b>30,109</b>		<b>30,425</b>
	Property owners	17		17
<b>Charges per Property Owner (billings are sent quarterly)</b>				
	Monthly	<b>\$148</b>		<b>\$149</b>
	Quarterly	<b>\$444</b>		<b>\$447</b>
	Annually	<b>\$1,776</b>		<b>\$1,788</b>

## Attachment #4 - Recommended 2023 Water & Sanitary Sewer Systems Miscellaneous Fees & Charges

### THE REGIONAL MUNICIPALITY OF DURHAM

#### WATER & SANITARY SEWER SYSTEMS MISCELLANEOUS CHARGES

(Excludes Any Applicable Taxes – except where noted)

Item Number & Description	By-Law Schedule Reference		Existing 2022 Charges		Recommended 2023 Charges
	Water By-law #89-2003	Sewer By-law #90-2003	Water \$	Sewer \$	Note: Changes are in Bold \$
<b>SERVICE CONNECTION RELATED CHARGES</b>					
1) Water Service Connection Charges, for single family and semi-detached residential lots including those for pre-installed stubs:	D1				
a) 19mm (3/4") diameter					
- Base Rate – Apr 1 – Nov 30			3,700.00		3,700.00
- Winter Rate – Dec 1 – Mar 31			4,810.00		4,810.00
b) 25mm (1") diameter					
- Base Rate – Apr 1 – Nov 30			4,600.00		4,600.00
- Winter Rate – Dec 1 – Mar 31			5,980.00		5,980.00
2) Water Service Connections, not covered above, including apartment buildings (from duplexes to multi floor buildings), townhouses and condominiums on blocks of land or recreational, institutional, commercial and industrial buildings:	D2		Actual Cost		Actual Cost
a) 19-mm (3/4") diameter minimum charge			3,700.00		3,700.00
b) 25-mm (1") diameter minimum charge			4,600.00		4,600.00
3) Inspection of an installation of a separate fire line on private property	D3		125.00		125.00
4) Sanitary Sewer Service Connection Charges for single family and semi-detached residential lots for pre-installed stubs 100 or 125mm (4" or 5") diameter:		C1			
- Base Rate (Apr 1 – Nov 30)				3,843.00	3,843.00
- Winter Rate (Dec 1 – Mar 31)				5,005.00	5,005.00
5) Sanitary Sewer Service Connections, not covered above, including apartment buildings (from duplexes to multi-floor buildings), townhouses and condominiums on blocks of land or recreational, institutional, commercial and industrial buildings:		C2		Actual Cost	Actual Cost
- Minimum Charge				3,843.00	3,843.00
6) Storm Sewer Service Connections:		C3		Actual Cost	Actual Cost
- Minimum Charge				3,843.00	3,843.00

Item Number & Description	By-Law Schedule Reference		Existing 2022 Charges		Recommended 2023 Charges
	Water By-law #89-2003	Sewer By-law #90-2003	Water \$	Sewer \$	Note: Changes are in Bold \$
7) Reuse of Water/Sewer Service Connection where building has been or will be demolished or removed: - Inspection fee	D4	C4	125.00	125.00	125.00 each
- Where a disused Water/Sewer Service Connection is to be replaced by the Region			See above service connection charges		
8) Disconnecting, rendering inoperable, reconnecting or restoring Water/Sewer connection	D5	C5	Actual Cost		Actual Cost
<b>FRONTAGE CHARGES (see Notes 1 to 6)</b>					
9) Frontage charges for non-standard watermain sizes and frontage charges for watermain projects initiated by petition.	E1 & E2		Actual Cost		Actual Cost
10) Standard 150-mm (6-inch) diameter Watermain (Note 3) - /metre - /foot	E1 & E2		460.00 140.21		460.00 140.21
11) Standard 200-mm (8-inch) diameter Watermain - /metre - /foot	E1 & E2		528.00 160.93		528.00 160.93
12) Standard 300-mm (12-inch) diameter Watermain - /metre - /foot	E1 & E2		570.00 173.74		570.00 173.74
13) Frontage charges for non-standard Sanitary Sewer sizes and frontage charges for Sanitary Sewer projects initiated by petition.		D1 & D2		Actual Cost	Actual Cost
14) Standard 200-mm (8-inch) diameter Sanitary Sewer (Note 3) - /metre - /foot		D1 & D2		507.00 154.53	507.00 154.53
15) Standard 250-mm (10-inch) diameter Sanitary Sewer - /metre - /foot		D1 & D2		575.00 175.26	575.00 175.26
16) Standard 300-mm (12-inch) diameter Sanitary Sewer - /metre - /foot		D1 & D2		637.00 194.16	637.00 194.16
<b>Note (1)</b> – Property owners requiring non-standard main sizes charged actual cost.					
<b>Note (2)</b> – Frontage charges may be financed at an annual interest rate of the prime rate of the Region’s financial institution plus 1.5 per cent for a payment term of 10 or 15 years. The payment term is at the option of the Property Owner. Frontage charges shall be added to the Property Owner’s Water and Sewer bill and will be billed and collected in the same manner as Water and Sewer Rates.					
<b>Note (3)</b> – Residential frontage charges to be assessed on the basis of a standard 150-mm (6-inch) diameter watermain and a standard 200-mm (8-inch) diameter sanitary sewer.					
<b>Note (4)</b> – Any frontage charges for non-standard main sizes, or any extraordinary circumstances, to be assessed by the Commissioners of Finance and Works on a case by case basis to ensure full cost recovery.					
<b>Note (5)</b> – Rate may vary if estimated construction costs vary significantly from the rates noted above.					

Item Number & Description	By-Law Schedule Reference		Existing 2022 Charges		Recommended 2023 Charges
	Water By-law #89-2003	Sewer By-law #90-2003	Water \$	Sewer \$	Note: Changes are in Bold \$
<b>Note (6) – Frontage charges for petition projects shall be based on actual costs.</b>					
<b>MISCELLANEOUS CHARGES</b>					
17) <u>Water Shut Off/Turn On</u> <b>Initiated by Customer:</b> During normal Regional working hours: - Shut Water Off - Turn Water On - Shut Off & Turn On During Same Call  After normal Regional working hours: - Shut Water Off - Turn Water On - Shut Off & Turn On During Same Call  <b>Initiated by Region:</b> For failure by the Customer to arrange with the Region for meter installation, replacement, repair or inspection or meter reading (off or on, each)  For Water Shut Off Notification prior to shut off action being taken  For Water Shut Off for collection action for non-payment of Water/Sewer bill or any Regional invoice, or for violation of any provision of the Water System/Sewer System By-laws (water not necessarily shut off)  Turn Water On	F1	E1	80.00 80.00 80.00  120.00 120.00 120.00  80.00  25.00 for both  94.00 for both  80.00 for both	80.00 80.00 80.00  120.00 120.00 120.00  80.00  25.00 for both  94.00 for both  80.00 for both	80.00 80.00 80.00  120.00 120.00 120.00  80.00  25.00 for both  94.00 for both  80.00 for both
18) Standby charge while water service is shut off but not disconnected or water service is available for fire protection purposes but not connected	F2		Standard Service Charge		Standard Service Charge
19) <u>Testing of Water Meter</u> Initiated by Customer: - Deposit Fee where the meter is found to measure the flow of water within or below AWWA Specifications - Up to a maximum size of 25mm - Over 25mm Fee if meter is found to measure the flow of water above AWWA specifications	F3		210.00  210.00 Actual Cost No Charge		210.00  210.00 Actual Cost No Charge
20) Unmetered water used for construction (building purposes) per service	F4		231.00		231.00

Item Number & Description	By-Law Schedule Reference		Existing 2022 Charges		Recommended 2023 Charges
	Water By-law #89-2003	Sewer By-law #90-2003	Water \$	Sewer \$	Note: Changes are in Bold \$
21) Drawing Regional water from hydrant for purposes other than fire protection (All Users) - /cubic metre - /1,000 gallons - Deposit - Administrative Charge - Minimum Charge per Month - Valve installation/removal	F5		3.88 17.64 1,800.00 134.77 1,800.00 109.25		3.88 17.64 1,800.00 134.77 1,800.00 109.25
22) Repair or replacement of frozen, damaged or missing water meter - Up to a maximum size of 19mm (3/4") - Over 19mm (3/4")	F6		210.00 Actual Cost		210.00 Actual Cost
23) Thawing of service pipes	F7		No Charge		No Charge
24) Thawing of private hydrants or unmetered Fire Lines	F8		Actual Cost		Actual Cost
25) Cleaning sanitary sewer services		E3		No Charge	No Charge
26) Repair to or renewal of sanitary building sewers		E4		No Charge	No Charge
27) Supplying Statement of Account	F9	E5	35.00 for both		35.00 for both
28) Charge for Regional Solicitor providing information	F10	E6	94.00 for both		94.00 for both
29) Processing of Dishonoured Payments	F11	E7	48.00 for both		48.00 for both
30) Account Payment Transfer Fee	F12	E8	11.00 for both		11.00 for both
31) New Account & Change of Occupancy Fee	F13	E9	42.00 for both		42.00 for both
32) Charge for Late Payment of Water/Sewer Surcharge Rates	F14	E10	2 per cent		2 per cent
33) For Final Collection Notification prior to tax roll transfer action (lien) being taken.	F22	E18	25.00 for both		25.00 for both
34) Lien Administration Fee	F15	E11	50.00 for both		50.00 for both
35) Installation and removal of anti-tampering devices on fire hydrants & curb stops	F16		138.00		138.00
36) Cross Connection Control Program Test Report	New		25.00		25.00
37) Water from Water Supply Plants, Water Pollution Control Plants, Works Depots & Bulk Filling Stations - /cubic metre - /1,000 gallons - Service Charge \$/month - New Account Fee* - Key Deposit - Refundable on return of key (based on fee in year Key Deposit made) - Access card	F17		3.23 14.69 21.00 42.00 218.80 181.64 36.45		3.23 14.69 21.00 42.00 218.80 181.64 36.45
* The new account fee does not apply to new accounts set up by customers for the use of the Bulk Water Filling Station at the Oshawa/Whitby Depot					



Item Number & Description	By-Law Schedule Reference		Existing 2022 Charges		Recommended 2023 Charges
	Water By-law #89-2003	Sewer By-law #90-2003	Water \$	Sewer \$	Note: Changes are in Bold \$
38) Fire Flow Tests: - Full test - May 1 – Oct 31 ( <b>Service not offered Nov 1 – Apr 30</b> ) - Opening Hydrants - May 1 – Oct 31 ( <b>Service not offered Nov 1 – Apr 30</b> )	F18		467.20 320.30		467.20 320.30
39) Sewage Surcharge and Compliance Agreements		E12		1,885.00	1,885.00
40) Disposal of Septic Tank and Holding Tank Waste and the disposal of Water Pollution Control Plant Sludge: a) Hauled Domestic Waste - /cubic metre - /1,000 gallons b) Sludge from WPCP within the Regions of York and Durham and trucked to the incineration facilities at Duffin Creek WPCP - /cubic metre - /1,000 gallons c) Annual charge for registration of Haulers (up to 10 vehicles) - Additional stickers if more than 10 vehicles, or replacement stickers – per sticker d) ICI Sector areas (discharges up to 50,000 gallons) e) ICI Sector areas (discharges of 50,001 to 100,000 gallons)		E2		19.56 88.93  16.19 73.59 175.00 10.20 522.75 1,024.59	19.56 88.93  16.19 73.59 175.00 10.20 522.75 1,024.59
41) Copies of By-laws Water System, Sewer System and Sewer Use (+ Applicable taxes)	F19	E13	20.50/copy		20.50/copy
42) Sewer TV Inspection Reports and Videos per report or video (+ Applicable taxes)		E14		21.51	21.51
43) Sewer Use By-law Agreement extra strength waste (\$/kg.)		n/a		0.53	0.53
44) Sewer Appeal Application per request		E15		1,200.00	1,200.00

## Attachment #5 - Recommended 2023 Fee Schedule for Laboratory Services at the Regional Environmental Laboratory Located at the Duffin Creek Water Pollution Control Plant

THE REGIONAL MUNICIPALITY OF DURHAM				
2023 FEES AND CHARGES				
WORKS DEPARTMENT - ENVIRONMENTAL LABORATORY				
		2023 Rates Unchanged		
Item #	Description / Test For	2022 Rate (before appl. Taxes)	2023 Rate (before appl. Taxes)	
<b>Laboratory Fees Page 1 of 8</b>				
<b>ONTARIO DRINKING WATER REGULATION 170/03 PACKAGES</b>				
<b>Microbiological</b>				
1	Presence/Absence Test (P/A for TC, EC)	\$15.00	\$15.00	
2	Treated Water (P/A, HPC or BKD)	\$27.00	\$27.00	
3	Well Water/Raw/Reg.319 (TC, EC)	\$28.00	\$28.00	
4	Well Water/Treated/Distribution (TC, EC, HPC)	\$39.00	\$39.00	
5	Single test by membrane filtration (e.g. MFHPC, MFTC)	\$14.00	\$14.00	
6	Test for E. coli by membrane filtration	\$15.00	\$15.00	
7	<b>All Parameters required under O.Reg. 170/03 Schedule 23 plus additional metals</b> (Al, As, B, Ba, Cd, Co, Cr, Cu, Fe, Hg, Mn, Mo, Ni, Pb, Sb, Se, U, Zn)	\$83.00	\$83.00	
8	<b>Inorganic Ions required under O.Regulation 170/03</b> (F, NO <sub>2</sub> , NO <sub>3</sub> , Na)	\$82.00	\$82.00	
<b>Inorganic Ions required under O.Reg. 170/03 plus additional Ions</b>				
9	(Hardness*, Ca, Mg, Na, K, Ammonia, F, Cl, Br, NO <sub>2</sub> , NO <sub>3</sub> , PO <sub>4</sub> , SO <sub>4</sub> )	\$82.00	\$82.00	
10	(Nitrite, Nitrate)	\$54.00	\$54.00	
11	(Sodium)	\$36.00	\$36.00	
12	(Fluoride)	\$36.00	\$36.00	
13	(Lead testing as required under O.Regulation 170)	\$37.00	\$37.00	
14	(Lead testing as required under O.Regulation 243) - For Standing & Flushed	\$155.00	\$155.00	
15	<b>Organic Chemical THMs (Trihalomethanes)</b> Bromodichloromethane (bromoform), Dibromochloromethane (chloroform), THM (total)	\$105.00	\$105.00	
16	<b>All Parameters required under Schedule 24</b> (Includes all Parameters described under the following test CODES listed in this book - VOC, OC, TRIAZ, OP, PHENAC, CHLORPHEN, CARBUREA, GLYPH, DIPARA, PCB)	\$1,552.00	\$1,552.00	
17	<b>Combined Package York Region Drinking Water Package A</b> (Includes DW2M (less TURB), Hg, B, Ba, U, VOC, OC, TRIAZ, OP, PHENAC, CHLORPHEN, CARBUREA, GLYPH, DIPARA, PCB)	\$1,768.00	\$1,768.00	
*Calculation included (no charge).				

THE REGIONAL MUNICIPALITY OF DURHAM				
2023 FEES AND CHARGES				
WORKS DEPARTMENT - ENVIRONMENTAL LABORATORY				
		2023 Rates Unchanged		
Item #	Description / Test For	2022 Rate (before appl. Taxes)	2023 Rate (before appl. Taxes)	
<b>Laboratory Fees Page 2 of 8</b>				
<b>MICROBIOLOGICAL TESTS</b>				
<b>O.Regulation 170/03</b>				
18	Presence/Absence Test (P/A for TC, EC)	\$15.00	\$15.00	
19	Treated Water (P/A, HPC or BKD)	\$27.00	\$27.00	
20	Well Water/Raw/Reg.319 (TC, EC)	\$28.00	\$28.00	
21	Well Water/Treated/Distribution (TC, EC, HPC)	\$39.00	\$39.00	
22	Raw Water Intake, Municipal (TC, EC, BKD)	\$34.00	\$34.00	
23	Treated/Distribution Water (TC, EC, BKD, HPC)	\$44.00	\$44.00	
24	Single test by membrane filtration (e.g. MFHPC, MFTC)	\$14.00	\$14.00	
25	Test for E. coli by membrane filtration	\$15.00	\$15.00	
<b>New Mains</b>				
26	New Water Mains (TC, EC, BKD, HPC)	\$44.00	\$44.00	
<b>Waste Water</b>				
27	E.coli (Final Effluent)	\$17.00	\$17.00	
28	E.coli (Sludge / Cake)	\$32.00	\$32.00	
29	Faecal Streptococci	\$17.00	\$17.00	
30	Final Effluent (TC, EC)	\$32.00	\$32.00	
31	Final Effluent (TC, EC, FS)	\$42.00	\$42.00	
<b>Recreational Water</b>				
32	E.coli (Lake/Beach/Creek/Pond/River)	\$17.00	\$17.00	
33	Lakes / Bathing beaches (TC, EC, FS)	\$39.00	\$39.00	
34	Any Single Membrane Filtration Test (eg. FC - MFFC, AE - MFAE, PS, SA etc.)	\$26.00	\$26.00	
<b>Raw and Treated Water</b>				
35	Algae Enumeration and Identification	\$103.00	\$103.00	
36	Algae Cells	\$103.00	\$103.00	
37	Algae by Microscopic Particulate Analysis	\$515.00	\$515.00	
38	Microcystin	\$158.00	\$158.00	
39	F Specific Coliphages	\$206.00	\$206.00	
<b>Protozoa Testing</b>				
40	Cryptosporidium and Giardia (MBCG)	\$840.00	\$840.00	
41	Cryptosporidium, Giardia and Microscopic Particulate Analysis (MBCGMPA)	\$1,133.00	\$1,133.00	
42	Pigment Bearing Algae and Diatoms (MBPBAD)	\$515.00	\$515.00	
43	Cryptosporidium, Giardia and Pigment Bearing Algae and Diatoms (MBCGPBAD)	\$1,133.00	\$1,133.00	
<b>Mycology (Fungi)</b>				
44	Fungal Enumeration	\$26.00	\$26.00	
45	Fungal Identification (Consultation Required)	\$134.00	\$134.00	
46	Air Quality (Microbial - Bacteria, Yeasts & Molds)	\$77.00	\$77.00	
47	Enumeration of Bacteria, Yeast and Molds by RODAC plates (BHI & SAB/MEA)	\$77.00	\$77.00	
<b>Sterility (Spore) Testing</b>				
48	Bacillus subtilis (DRY)	\$52.00	\$52.00	
49	Bacillus stearothermophilus (STEAM)	\$52.00	\$52.00	
<b>Other Bacteriological Groups</b>				
50	Private Wells (TC, EC)(Signed Report faxed next day)	\$79.00	\$79.00	
51	Iron Bacteria - Presence/Absence	\$77.00	\$77.00	
52	Sulphur Bacteria - Presence/Absence	\$77.00	\$77.00	
53	Iron & Sulphur Bacteria - Presence/Absence	\$129.00	\$129.00	
54	Microscopic Examination	\$103.00	\$103.00	
55	Crypto/Gardia Additional Filter Processing	\$412.00	\$412.00	

THE REGIONAL MUNICIPALITY OF DURHAM					
2023 FEES AND CHARGES					
WORKS DEPARTMENT - ENVIRONMENTAL LABORATORY					
				2023 Rates Unchanged	
Item #	Description / Test For	2022 Rate (before appl. Taxes)		2023 Rate (before appl. Taxes)	
Laboratory Fees Page 3 of 8					
GENERAL INORGANIC TESTS					
		Water	S/S/S	Water	S/S/S
56	pH, Conductivity, Alkalinity Total (CaCO3)	\$28.00	\$34.00	\$28.00	\$34.00
57	Alkalinity, Total (CaCO3)	\$17.00	\$22.00	\$17.00	\$22.00
58	Alkalinity, Total (CaCO3) (plus hydroxide, carbonate and bicarbonate)	\$21.00	\$27.00	\$21.00	\$27.00
59	Conductivity	\$12.00	\$17.00	\$12.00	\$17.00
60	pH	\$12.00	\$17.00	\$12.00	\$17.00
61	Fluoride by Ion Selective Electrode	\$22.00	\$28.00	\$22.00	\$28.00
62	Total Residual Chlorine	\$12.00	\$20.00	\$12.00	\$20.00
63	Free Residual Chlorine	\$12.00	\$20.00	\$12.00	\$20.00
64	Colour	\$17.00	\$20.00	\$17.00	\$20.00
65	Turbidity	\$17.00	\$20.00	\$17.00	\$20.00
66	Biochemical Oxygen Demand (BOD5)	\$37.00	\$44.00	\$37.00	\$44.00
67	Carbonaceous Biochemical Oxygen Demand (cBOD5)	\$37.00	\$44.00	\$37.00	\$44.00
68	Chemical Oxygen Demand (COD)	\$33.00	\$39.00	\$33.00	\$39.00
69	Dissolved Organic Carbon (DOC)	\$30.00	\$39.00	\$30.00	\$39.00
70	Total Organic Carbon	Subcontractor's Rate		Subcontractor's Rate	
71	Cyanide (Total)	\$42.00	\$49.00	\$42.00	\$49.00
72	Cyanide (Free)	\$42.00	\$49.00	\$42.00	\$49.00
73	Phenol	\$39.00	\$47.00	\$39.00	\$47.00
74	Sulphide (H2S)	\$39.00	\$47.00	\$39.00	\$47.00
75	Dissolved Solids, Ashed Dissolved Solids, Volatile Dissolved Solids*	\$27.00	N/A	\$27.00	N/A
76	Suspended Solids (SS)	\$16.00	\$18.00	\$16.00	\$18.00
77	Suspended Solids, Ashed Suspended Solids, Volatile Suspended Solids*	\$22.00	\$25.00	\$22.00	\$25.00
78	Total Solids (TS)	\$14.00	\$16.00	\$14.00	\$16.00
79	Total Solids, Ashed Total Solids, Volatile Total Solids*	\$20.00	\$22.00	\$20.00	\$22.00
80	Dissolved Solids, Suspended Solids, Total Solids	\$37.00	\$44.00	\$37.00	\$44.00
81	Total Oil & Grease	\$55.00	\$65.00	\$55.00	\$65.00
82	Total / Mineral / Animal & Vegetable* Oil & Grease	\$83.00	\$100.00	\$83.00	\$100.00
Ion Chromatography					
83	Hardness*, Ca,Mg,Na,K,Ammonia,F,Cl,Br,NO2,NO3,PO4,SO4	\$82.00	\$99.00	\$82.00	\$99.00
84	F,Cl,Br,NO2,NO3,PO4,SO4	\$54.00	\$64.00	\$54.00	\$64.00
85	Hardness*, Ca,Mg,Na,K,Ammonia	\$54.00	\$64.00	\$54.00	\$64.00
86	Any One of the Above Single Elements by IC	\$36.00	\$42.00	\$36.00	\$42.00
Nutrients by Segmented Flow Analyzer					
87	NH3+NH4, PO4, NO2, NO2+NO3, TKN, TP	\$102.00	\$122.00	\$102.00	\$122.00
88	NH3+NH4, PO4, NO2, NO2+NO3	\$61.00	\$73.00	\$61.00	\$73.00
89	TKN, TP	\$61.00	\$73.00	\$61.00	\$73.00
90	Any One of the Above Single Nutrients by SFA	\$40.00	\$48.00	\$40.00	\$48.00
91	Ultra Low Dissolved PO4 (clean water only)	\$68.00	N/A	\$68.00	N/A
Metals					
92	Mercury (Hg) by Cold Vapour AA	\$37.00	\$44.00	\$37.00	\$44.00
93	Acid Soluble Metals by ICP (Al, Fe, Mn, Pb, Zn)	\$42.00	N/A	\$42.00	N/A
94	Cation Scan by ICP (Ca, Mg, Na, K, Hardness*)	\$54.00	N/A	\$54.00	N/A
95	Heavy Metals Scan by ICP: Al, As, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Se, Sb, Zn	\$56.00	\$66.00	\$56.00	\$66.00
96	Heavy Metals Scan by ICP: As, Cd, Co, Cr, Cu, Mo, Ni, Pb, Se, Zn	N/A	\$66.00	N/A	\$66.00
97	Regulation 170 Metals: Al, As, B, Ba, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Sb, Se, U, Zn	\$79.00	N/A	\$79.00	N/A
98	Any One of the Above Single Metals by ICP-OES or ICP-MS	\$37.00	\$44.00	\$37.00	\$44.00
99	(Lead testing as required under O.Regulation 170)	\$37.00	N/A	\$37.00	N/A
100	(Lead testing as required under O.Regulation 243)	\$77.00	N/A	\$77.00	N/A
	Other elements such as (Ag, Ti, V, Tl, etc.) are available as single element requests.				
S/S/S = Sewage, Sludge and Soil					
* = Calculation Included (no charge)					

THE REGIONAL MUNICIPALITY OF DURHAM			
2023 FEES AND CHARGES			
WORKS DEPARTMENT - ENVIRONMENTAL LABORATORY			
		2023 Rates Unchanged	
Item #	Description / Test For	2022 Rate (before appl. Taxes)	2023 Rate (before appl. Taxes)
<b>Laboratory Fees Page 4 of 8</b>			
<b><u>INORGANIC MONITORING PACKAGES</u></b>			
<b><u>DRINKING WATER</u></b>			
101	<b>Drinking Water Package #1</b> (pH, conductivity, alkalinity, chloride, fluoride, bromide, nitrite, nitrate, phosphate, sulphate, calcium, magnesium, sodium, potassium, ammonia, hardness*, ionic balance*, total anions*, total cations*, calculated dissolved solids*, calculated conductivity*, langelier index*)	\$100.00	\$100.00
102	<b>Drinking Water Package #2</b> (colour, turbidity, Al, Fe, Mn, Pb, Zn) (pH, conductivity, alkalinity, chloride, fluoride, bromide, nitrite, nitrate, phosphate, sulphate, calcium, magnesium, sodium, potassium, ammonia, hardness*, ionic balance*, total anions*, total cations*, calculated dissolved solids*, calculated conductivity*, langelier index*)	\$154.00	\$154.00
103	<b>Drinking Water Package #2 with expanded metals</b> (colour, turbidity, Al, As, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Sb, Se, Zn) (pH, conductivity, alkalinity, chloride, fluoride, bromide, nitrite, nitrate, phosphate, sulphate, calcium, magnesium, sodium, potassium, ammonia, hardness*, ionic balance*, total anions*, total cations*, calculated dissolved solids*, calculated conductivity*, langelier index*)	\$180.00	\$180.00
104	<b>Drinking Water Package #3</b> Colour, (Al, Sb, As, Ba, B, Cd, Cr, Co, Cu, Fe, Pb, Mn, Mo, Ni, Se, U, Zn), Hg pH, Conductivity, Alkalinity, (Ca, Mg, K, Na, NH <sub>3</sub> , Hardness*) (Br, Cl, F, NO <sub>2</sub> , NO <sub>3</sub> , [NO <sub>2</sub> +NO <sub>3</sub> ]*, SO <sub>4</sub> , PO <sub>4</sub> ), DOC, TKN	\$270.00	\$270.00
<b><u>LANDFILL MONITORING</u></b>			
105	<b>Surface Water</b> (BOD, COD, colour, phenol, total solids, suspended solids, dissolved solids*, pH, conductivity, alkalinity, fluoride, chloride, bromide, nitrite, nitrate, sulphate, phosphate, calcium, magnesium, sodium, potassium, ammonia, hardness*, total cations*, total anions*, ionic balance*, calculated dissolved solids*, calculated conductivity*, langelier index*, dissolved organic carbon, total kjeldahl nitrogen, total phosphorus, Al, As, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Sb, Se, Zn)	\$407.00	\$407.00
106	<b>Filtration of Raw Landfill samples</b>	\$37.00	\$37.00
*Calculation included (no charge).			

THE REGIONAL MUNICIPALITY OF DURHAM			
2023 FEES AND CHARGES			
WORKS DEPARTMENT - ENVIRONMENTAL LABORATORY			
		2023 Rates Unchanged	
Item #	Description / Test For	2022 Rate (before appl. Taxes)	2023 Rate (before appl. Taxes)
<b>Laboratory Fees Page 5 of 8</b>			
<b>INORGANIC MONITORING PACKAGES</b>			
<b>SEWAGE &amp; INDUSTRIAL WASTE</b>			
107	<b>Monitoring Package #1</b> (BOD5, suspended solids)	\$44.00	\$44.00
108	<b>Monitoring Package #2</b> (BOD5, susp. solids, total kjeldahl nitrogen, total phosphorus)	\$103.00	\$103.00
109	<b>Monitoring Package #2 plus Metals</b> (BOD5, susp. solids, total kjeldahl nitrogen, total phosphorus Al, As, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Sb, Se, Zn)	\$166.00	\$166.00
110	<b>Monitoring Package #3</b> (BOD5, susp. solids, total kjeldahl nitrogen, total phosphorus ammonia+ammonium, nitrite, nitrite+nitrate, diss. phosphate)	\$154.00	\$154.00
111	<b>Monitoring Package #3 plus Metals</b> (BOD5, susp. solids, total kjeldahl nitrogen, total phosphorus ammonia+ammonium, nitrite, nitrite+nitrate, diss. phosphate Al, As, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Sb, Se, Zn)	\$217.00	\$217.00
112	<b>Monitoring Package #4</b> (BOD5, CBOD5, susp. solids, total kjeldahl nitrogen, total phosphorus ammonia+ammonium, nitrite, nitrite+nitrate, diss. phosphate, pH Al, As, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Sb, Se, Zn)	\$204.00	\$204.00
113	<b>Monitoring Package #4 plus Metals</b> (BOD5, CBOD5, susp. solids, total kjeldahl nitrogen, total phosphorus ammonia+ammonium, nitrite, nitrite+nitrate, diss. phosphate, pH Al, As, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Sb, Se, Zn)	\$307.00	\$307.00
<b>SLUDGE</b>			
114	<b>Sludge Monitoring Package #1</b> (total solids, total kjeldahl nitrogen, total phosphorus, ammonia+ammonium, nitrite, nitrite+nitrate, diss. phosphate)	\$120.00	\$120.00
115	<b>Sludge Monitoring Package #1 plus Metals</b> (total solids, total kjeldahl nitrogen, total phosphorus, ammonia+ammonium, nitrite, nitrite+nitrate, diss. phosphate Hg, As, Cd, Co, Cr, Cu, Mo, Ni, Pb, Se, Zn)	\$183.00	\$183.00
116	<b>Sludge Monitoring Package #2 (Agrisiludge)</b> (total solids, ashed total solids, volatile total solids*, total kjeldahl nitrogen, total phosphorus, ammonia+ammonium nitrite + nitrate, Hg, As, Cd, Co, Cr, Cu, K, Mo, Ni, Pb, Se, Zn)	\$210.00	\$210.00
<b>SEWER USE BY-LAW</b>			
117	<b>Complete Inorganic Package</b> BOD, suspended solids, total kjeldahl nitrogen, total phosphorus, pH, fluoride sulphate, phenol, cyanide, Total/Mineral/Animal & Vegetable Oil & Grease Hg, Ag, Al, As, Cd, Co, Cr, Cu, Fe, Mn, Mo, Ni, Pb, Sb, Se, Sn, Ti, Zn	\$490.00	\$490.00
*Calculation included (no charge).			

THE REGIONAL MUNICIPALITY OF DURHAM			
2023 FEES AND CHARGES			
WORKS DEPARTMENT - ENVIRONMENTAL LABORATORY			
		2023 Rates Unchanged	
Item #	Description / Test For	2022 Rate (before appl. Taxes)	2023 Rate (before appl. Taxes)
<b>Laboratory Fees Page 6 of 8</b>			
<b>ORGANIC MONITORING PACKAGES</b>			
<b>DRINKING WATER / SURFACE WATER / GROUNDWATER &amp; WASTEWATER</b>			
118	<b>THMs (Trihalomethanes)</b> Bromodichloromethane (bromoform), Dibromochloromethane (chloroform), THM (total)	\$105.00	\$105.00
119	<b>BTEX by Purge &amp; Trap GC/MS</b> benzene; m, p-xylene; toluene; Ethylbenzene; O-xylene	\$83.00	\$83.00
120	<b>Taste &amp; Odour</b> geosmin; 2-isobutyl-3-methoxypyrazine; 2,3,6-trichloroanisole; 2-methylisoborneol (MIB); 2-isopropyl-3-methoxypyrazine; 2,4,6-trichloroanisole	\$258.00	\$258.00
121	<b>Haloacetic Acids (Disinfection By-Products)</b> bromochloroacetic acid; dichloroacetic acid; monochloroacetic acid; dibromoacetic acid; monobromoacetic acid; trichloroacetic acid	\$309.00	\$309.00
122	<b>Volatile Organic Compounds</b> benzene; bromodichloromethane; bromoform; bromomethane; carbon tetrachloride; chlorobenzene; chlorodibromomethane; chloroethane; chloroform; chloromethane; tetrachloroethylene (perchloroethylene); 1,2-dibromoethane (ethylene dibromide); 1,2-dichlorobenzene; 1,3-dichlorobenzene; 1,4-dichlorobenzene; 1,1-dichloroethane; 1,2-dichloroethane; 1,1-dichloroethylene; methyl tert-butyl ether (MTBE); methyl ethyl ketone (MEK); methyl isobutyl ketone (MIBK); 1,1,1,2-tetrachloroethane; cis-1,2-dichloroethylene; trans-1,2-dichloroethylene; dichloromethane; 1,2-dichloropropane; cis-1,3-dichloropropylene; trans-1,3-dichloropropylene; ethylbenzene; Styrene; 1,1,2,2-tetrachloroethane; toluene; 1,1,1-trichloroethane; 1,1,2-trichloroethane; trichloroethylene; trichlorofluoromethane; vinyl chloride; o-xylene; m, p-xylene; THM (Total); xylene (Total); 2-hexanone; acetone; 1,2,4-trichlorobenzene	\$132.00	\$132.00
123	<b>1,4-Dioxane Purge and Trap</b>	\$83.00	\$83.00
124	<b>Benzo(a)pyrene (GCMS)</b>	\$110.00	\$110.00
<b>PESTICIDE / HERBICIDE ANALYSIS</b>			
125	<b>Organochlorine Pesticides</b> aldrin; a-BHC; b-BHC; g-BHC (Lindane); a-chlordane; g-chlordane; p,p' – DDD; p,p' – DDE; p,p' – DDT; o,p' – DDT; dieldrin; endosulphan I; endosulphan II; endosulphan sulphate; endrin; heptachlor; heptachlor epoxide; methoxychlor; mirex; oxychlordane; trifluralin; toxaphene	\$127.00	\$127.00
126	<b>Triazine Herbicides</b> alachlor (Lasso); ametryn; atraton; atrazine; cyanazine (Bladex); desethyl atrazine; desethyl simazine; metolachlor; metribuzin (Sencor); prometon; prometryn; propazine; simazine	\$110.00	\$110.00
127	<b>Organophosphorus Pesticides</b> chlorpyrifos (Dursban); chlorpyrifos-methyl (Reldan); diazinon; dichlorvos; dimethoate; ethion; fenchlorphos (Ronnell); guthion (Azinphos-methyl); benzo(a)pyrene; malathion; methyl parathion; mevinphos (Phosdrin); parathion; phorate (Thimet); terbufos	\$110.00	\$110.00
128	<b>Phenoxy Acid Herbicides</b> 2,4-dichlorophenoxyacetic acid (2,4-D); bromoxynil; dicamba; diclofop-methyl; MCPA; picloram	\$166.00	\$166.00
129	<b>Chlorophenols</b> 2,4-dichlorophenol; 2,4,6-trichlorophenol; 2,3,4,6-tetrachlorophenol	\$166.00	\$166.00
130	<b>Carbamate &amp; Phenyl Urea Pesticides/Herbicides</b> Carbaryl; Diuron; Carbofuran; Triallate	\$247.00	\$247.00
131	<b>Glyphosate</b>	\$205.00	\$205.00
132	<b>Diquat (Paraquat)</b>	\$205.00	\$205.00

THE REGIONAL MUNICIPALITY OF DURHAM			
2023 FEES AND CHARGES			
WORKS DEPARTMENT - ENVIRONMENTAL LABORATORY			
		2023 Rates Unchanged	
Item #	Description / Test For	2022 Rate (before appl. Taxes)	2023 Rate (before appl. Taxes)
<b>Laboratory Fees Page 7 of 8</b>			
<b>ORGANIC MONITORING PACKAGES</b>			
133	<b>PCB Analysis</b> Polychlorinated Biphenyls	\$83.00	\$83.00
134	<b>PAHs (Polynuclear Aromatic Hydrocarbons) by GC/MSD</b> Acenaphthene; Acenaphylene; Anthracene; Benzo(a)anthracene; Benzo(a)pyrene; Benzo(b)fluoranthene; Benzo(g, h, i)perylene; Benzo(k)fluoranthene; 1-Chloronaphthalene; Chrysene; Dibenz(a, h)anthracene; Fluoranthene; Fluorene; Indeno (1,2,3-cd)pyrene; 1-Methylnaphthalene; 2-Methylnaphthalene; Naphthalene; Phenanthrene; Pyrene	Subcontractor's Rate	Subcontractor's Rate
<b>Open Characterization (Semi-quantitative)</b>			
135	Volatiles (Scans for Volatile Organic Compounds)	\$258.00	\$258.00
136	Extractables (Scans for Extractable Organic Compounds)	\$309.00	\$309.00
<b>Industrial Sewer Use By-law Acid/Base/Neutral Compounds</b>			
137	di-n-butylphthalate; bis(2-ethylhexyl)phthalate;	\$221.00	\$221.00
138	Polychlorinated Biphenyls	\$83.00	\$83.00
<b>SEWER USE BYLAWS</b>			
139	<b>Industrial Sewer Use By-law Volatile Organic Compounds</b> 1,1,2,2, -tetrachloroethane; 1,2-dichlorobenzene; 1,4-dichlorobenzene; benzene; chloroform; cis-1,2-dichloroethylene; dichloromethane; ethylbenzene; methyl ethyl ketone (MEK); m/p-xylene; o-xylene; styrene; tetrachloroethylene; toluene; trans-1,3-dichloropropylene; trichloroethylene; xylene (Total)	\$139.00	\$139.00
140	<b>Industrial Sewer Use By-law Nonylphenols &amp; Ethoxylates (Subcontracted)</b> Nonylphenol; nonylphenol ethoxylates	Subcontractor's Rate	Subcontractor's Rate
141	<b>Durham/York/Peel Sewer Use By-law Organic Package*</b> 1,1,2,2, -tetrachloroethane; 1,2-dichlorobenzene; 1,4-dichlorobenzene; benzene; chloroform; cis-1,2-dichloroethylene; dichloromethane; ethylbenzene; methyl ethyl ketone (MEK); di-n-butyl phthalate; PCB (Total); m/p-xylene; o-xylene; styrene; tetrachloroethylene; toluene; trans-1,3-dichloropropylene; trichloroethylene; xylene (Total); bis (2-ethylhexyl) phthalate * If nonyl phenol/nonyl phenol ethoxylates req'd, please request as add-on to package	\$436.00	\$436.00
<b>OTHER PACKAGES</b>			
142	<b>Total Petroleum Hydrocarbons (TPH) in Water (Subcontracted)</b> This CCME method includes: a). BTEX-Purgeables by P&T GC/MS or HS GC/FID - gasoline range b). Extractables by GC/FID - diesel range c). Total Oil & Grease by Gravimetric - heavy oil range	Subcontractor's Rate	Subcontractor's Rate
143	<b>PFAS/PFOS (Solid Phase Extraction Method)</b> Perfluorodecanesulfonic acid (PFDS, Perfluorodecanesulfonate) Perfluorodecanoic acid (PFDA, Perfluorodecanoate) Perfluorododecanoic acid (PFDoA, Perfluorododecanoate) Perfluoroheptanoic acid (PFHpA, Perfluorohepanoate) Perfluorohexanesulfonic acid (PFHxS, Perfluorohexanesulfonate) Perfluorohexanoic acid (PFHxA, Perfluorohexanoate) Perfluorononanoic acid (PFNA, Perfluorononanoate) Perfluorooctanesulfonic acid (PFOS, Perfluorooctanesulfonate) Perfluorooctanesulfonamide (PFOSA) Perfluorooctanoic acid (PFOA, Perfluorooctanoate) Perfluoroundecanoic acid (PFUnA, Perfluoroundecanoate)	\$600.00	\$600.00



Page 381 of 432

**Regional Municipality of Durham**  
**2023 Water and Sanitary Sewer**  
**User Rates**  
**Detailed Report**

## Table of Contents

1	Background .....	6
1.1	Water and Sanitary Sewer User Rates Are Reviewed Annually .....	6
1.2	User Rates Implemented on January 1 <sup>st</sup> of each year. ....	6
1.3	Public Notification Provided .....	6
2	Customer Growth - Moderate .....	6
3	Water Demand – Some Growth .....	8
3.1	Historical Consumption .....	8
3.2	Residential versus ICI Consumption Share .....	9
3.3	Residential Consumption – Return to More Normal Levels Budgeted .....	11
3.4	ICI Consumption – Some Increased Usage by Larger Customers .....	15
3.5	Total Consumption.....	17
4	Recommended 2023 Water and Sanitary Sewer User Rates .....	18
4.1	Full Cost Recovery.....	18
4.2	User Rate Revenue Requirements .....	18
4.2.1	Water Supply System .....	18
4.2.2	Sanitary Sewerage System .....	19
4.3	Recommended Water Rates (Attachment #1) and Recommended Sanitary Sewer Rates (Attachment #2).....	22
5	Other Fees & Charges Recommendations.....	23
5.1	Recommended 3.6 per cent Raw Water Rate Increase (Attachment #1) .....	23
5.2	Recommended Sun Valley Heights Homeowners Co-operative Water System Charges (Schedule 3).....	24
5.3	Recommended Miscellaneous Fees & Charges (Attachment #4).....	24
5.4	Recommended Regional Environmental Laboratory Charges (Attachment #5)	25
6	Customer Impact.....	25

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6.1	User Rate Impact on Customers of Various Sizes - Summary .....	25
6.2	User Rate Impact on Average Residential & Small ICI Customer.....	26
6.2.1	Impact of Recommended 2023 Rates versus 2022 Rates.....	26
6.2.2	Charges Compared with Other Municipalities.....	26
6.2.3	Average Annual Rate Increases Over Past 10 Years in Larger Municipalities Compared with Durham.....	28
6.2.4	Durham's Average Residential Water & Sanitary Sewer Charges are Much Less Than Typical Hydro, Gas, Telephone or Cable Television Services.....	30
6.2.5	Affordability.....	31
6.3	User Rate Impact on 25 Largest Customers.....	31
6.3.1	Recommended 2023 User Rates versus 2022 Rates.....	31
6.3.2	Charges Compared with Other Municipalities.....	33
6.4	Durham's User Rate Formats Compared with Other Ontario Municipalities ....	33
6.4.1	Background on User Rate Formats .....	33
6.4.2	Rates Summary.....	35
7	Water System Performance .....	36
7.1	Durham Water System Losses Update (Billed Consumption vs. Supply) .....	36
7.2	Other Water System Performance Comparisons.....	37
8	Future Considerations (2024 to 2032).....	39
8.1	Future Customer & Consumption Trends .....	39
8.2	Future Cost Trends.....	40
8.3	Projected User Rates.....	41
8.4	Future Actions.....	42

## Exhibits

Exhibit 1 - Annual Per Cent Growth in Water Customers (2013 to 2022 Actuals and 2023 Budget) .....	7
Exhibit 2 - Water & Sanitary Sewer Customers (2013 to 2022 Actuals and 2023 Budget) .....	8
Exhibit 3 - Billed Water & Sanitary Sewer Volumes (2013 to 2021 Actuals and 2022/2023 Budgets) .....	9
Exhibit 4 - Residential versus ICI Water Billed Volume Share (1983 to 2021 Actual) ...	10
Exhibit 5 - Water Consumption Share by Block (2021 Actual) .....	11
Exhibit 6 - Base Annual Residential Water Usage per Customer (2000 to 2022 Actuals and 2023 Budget – Excludes seasonal usage).....	12
Exhibit 7 - 3 <sup>rd</sup> Block Water Consumption (2010 to 2020 Actuals and 2022 and 2023 Budget) .....	16
Exhibit 8 - ICI Water & Sewer Consumption Summary (2022 & 2023 Budget).....	16
Exhibit 9 - Water Consumption & Sanitary Sewer Flows (2017 to 2021 Actuals and 2022/2023 Budgets) .....	17
Exhibit 10 - Revenues Required from 2023 Water User Rates .....	20
Exhibit 11 - Revenues Required from 2023 Sanitary Sewer User Rates.....	21
Exhibit 12 - Projected Data Used to Develop 2023 Water & Sanitary Sewer User Rates .....	22
Exhibit 13 - Raw Water Consumption (m <sup>3</sup> ).....	23
Exhibit 14 - Rates Impact on Customers of Various Sizes .....	25
Exhibit 15 - Impact of Proposed Water and Sanitary Sewer User Rate Increases on an Average Residential / Small ICI Customer.....	26
Exhibit 16 - Comparative 2022 Residential Water/Sanitary Sewer Charges (240 m <sup>3</sup> /year) Large Municipalities.....	27
Exhibit 17 - Comparative 2022 Residential Water/Sanitary Sewer Charges (240 m <sup>3</sup> /yr) Neighbouring Municipalities .....	27
Exhibit 18 - Comparative 2013 to 2022 Residential Water/Sanitary Sewer Bill Increases Large Municipalities (240 m <sup>3</sup> /year).....	28
Exhibit 19 - Comparative 2018 to 2022 Residential Water/Sanitary Sewer Charges GTA (240 m <sup>3</sup> /year) .....	29

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Exhibit 20 - Typical Durham Residential Utility Charges 2022 .....	30
Exhibit 21 - Typical Durham Residential Utility Charges 2022 .....	31
Exhibit 22 - Impact of Proposed 2023 Water and Sanitary Sewer User Rate Increases on 25 Largest Accounts (Using 2021 Actual Consumption Data - \$/year)32	
Exhibit 23 - Comparative 2022 Large Industry Water & Sanitary Sewer Charges Large Municipalities (227,272 m <sup>3</sup> /year).....	33
Exhibit 24 - Summary of Rate Structures Used in 20 Surveyed Municipalities.....	34
Exhibit 25 - Water Pumpage, Consumption & Non-Revenue Water 2011 to 2021 Actual .....	36
Exhibit 26 - IWA Standard Water Balance Terminology .....	37
Exhibit 27 - NRW in m <sup>3</sup> /km of Main per Day (MBN data) .....	38
Exhibit 28 - Infrastructure Leakage Index ILI (MBN data).....	39

## **1 Background**

### **1.1 Water and Sanitary Sewer User Rates Are Reviewed Annually**

The Region's water and sanitary sewer user rates are reviewed annually and recommendations are made to Council in December, prior to a January 1<sup>st</sup> implementation of approved user rates.

The existing water and sanitary sewer user rates follow the same basic format as the uniform rates adopted in 1976. Since that time, user rates have been calculated consistently using a standard waterworks industry technique, the Base-Extra Capacity method, and reflect the actual costs of supplying customers. Rates are based on metered consumption with three declining rate blocks, a service charge (by meter size for water), and an unmetered fire line charge (water only).

This report is being considered by Finance and Administration Committee and Council concurrently with the 2023 Business Plans and Budget for the Consolidate Water Supply and Sanitary Sewerage Systems report (Report #2022-F-22). The recommended user rates are based on operating costs, capital costs and financing as outlined in Report # 2022-F-22.

### **1.2 User Rates Implemented on January 1<sup>st</sup> of each year.**

The proposed 2023 user rates must be approved in 2022 so they can be implemented with the first customer billings commencing early January 2023. Any delay in implementation may mean that any required rate increase would have to be larger to generate sufficient revenue during the Region's fiscal year. In addition, it is considered preferable to adjust the rates during the low winter consumption period rather than have a rate increase occur at the same time as the spring/summer seasonal usage increase.

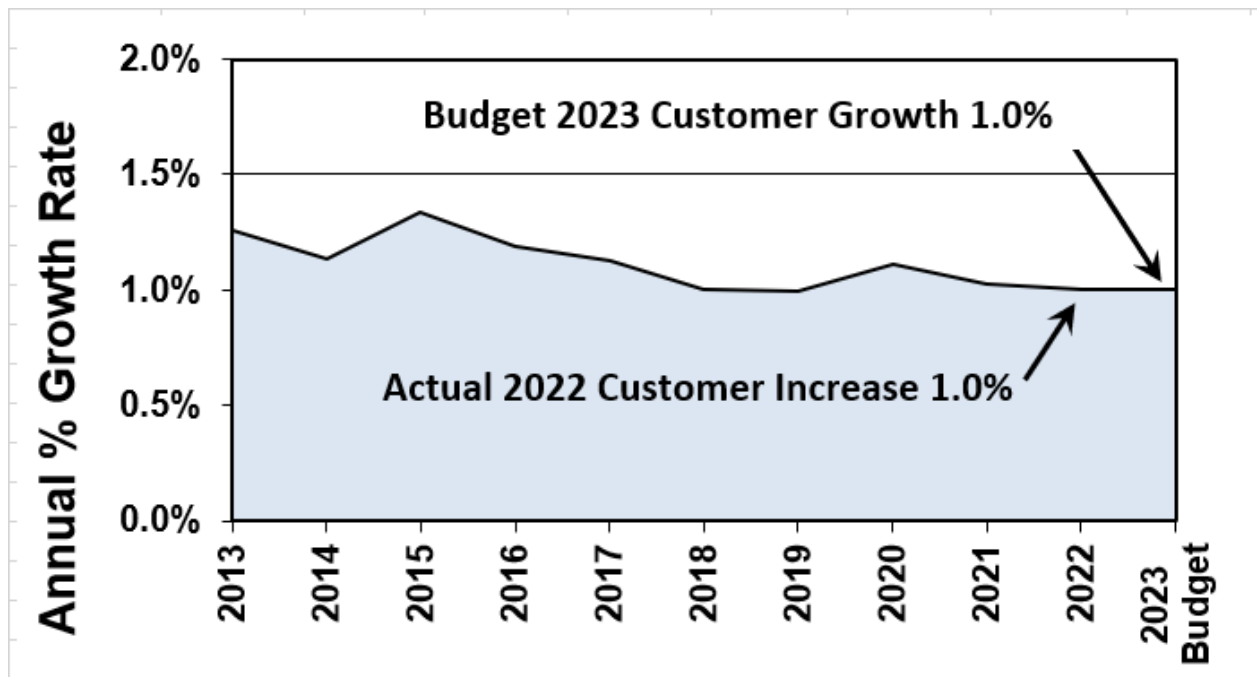
### **1.3 Public Notification Provided**

The proposed 2023 water and sanitary sewer user rates, fees and related charges will be considered by the Finance and Administration Committee on December 13, 2022 and by Regional Council on December 21, 2022. Public notification of this schedule was provided in local newspapers throughout the Region on November 3<sup>rd</sup>, 2022 and November 24<sup>th</sup>, 2022. Notification was also posted on the Region's website. This notice advises of the public of their opportunity to make representation to the Finance and Administration Committee and Regional Council regarding proposed changes to the user rates prior to adoption. Printed copies of this user rate report are available to the public free of charge upon request or by accessing the Region's website.

## **2 Customer Growth - Moderate**

Actual water customer growth from 2013 to 2022 and Budget 2023 (**mid-year data**) is graphed in Exhibit 1. Mid-year figures are used for rate calculation purposes as they represent the "average" number of customers for the year.

**Exhibit 1 - Annual Per Cent Growth in Water Customers (2013 to 2022 Actuals and 2023 Budget)**



Annual water customer growth peaked at about 4.0 per cent in 2004. Since then, growth decreased to 1.0 per cent in 2018 and has remained around this level.

There were 183,119 water customers and 178,307 sanitary sewer customers in June 2022. Some customers have multiple units (such as apartment buildings) but only one meter. There are fewer sanitary sewer customers than water customers because there are communities with Regional water supply services, but no Regional sanitary sewer services provided including Orono, Newtonville, Blackstock, Greenbank, Uxville and most of Prince Albert. In addition, there are some individual customers in communities with sanitary sewers who are currently served only by the Regional water system.

Each year sanitary sewer customer growth is slightly higher than water customer growth as some customers who were only connected to the Regional water system, but with Regional service available, connect to the Region's sewage system.

For 2023 rate setting purposes, annual customer growth is projected at 1.00 per cent for water and 1.05 per cent for sanitary sewer (the same growth rates as projected for the 2022 User Rates).

The actual water, sanitary sewer and fire line customer data from 2013 to 2022 and the projected 2023 budget are provided in Exhibit 2.



**Exhibit 2 - Water & Sanitary Sewer Customers (2013 to 2022 Actuals  
and 2023 Budget)**

	Water			Sewage			Fire Lines
		Increase Over Previous June			Increase Over Previous June		
Year	Total	Number	Percent	Total	Number	Percent	Total
2013	165,927	2,067	1.3%	161,683	2,078	1.3%	1,802
2014	167,813	1,886	1.1%	163,575	1,892	1.2%	1,783
2015	170,051	2,238	1.3%	165,844	2,269	1.4%	1,835
2016	172,068	2,017	1.2%	167,894	2,050	1.2%	1,863
2017	174,014	1,946	1.1%	169,861	1,967	1.2%	1,877
2018	175,763	1,749	1.0%	171,658	1,797	1.1%	1,899
2019	177,518	1,755	1.0%	173,431	1,773	1.0%	1,919
2020	179,498	1,980	1.1%	174,757	1,326	0.8%	1,940
2021	181,340	1,842	1.0%	176,562	1,805	1.0%	1,988
2022	183,119	1,779	1.0%	178,307	1,745	1.0%	2,008
<b>2023 Budget</b>	<b>184,950</b>	<b>1,831</b>	<b>1.00%</b>	<b>180,179</b>	<b>1,872</b>	<b>1.05%</b>	<b>2,027</b>

The total number of residential and ICI (industrial, commercial and institutional) water customers are projected to increase by 1,831 in 2023 (sewer customers by 1,872).

**The projected customer growth for 2023 is:**

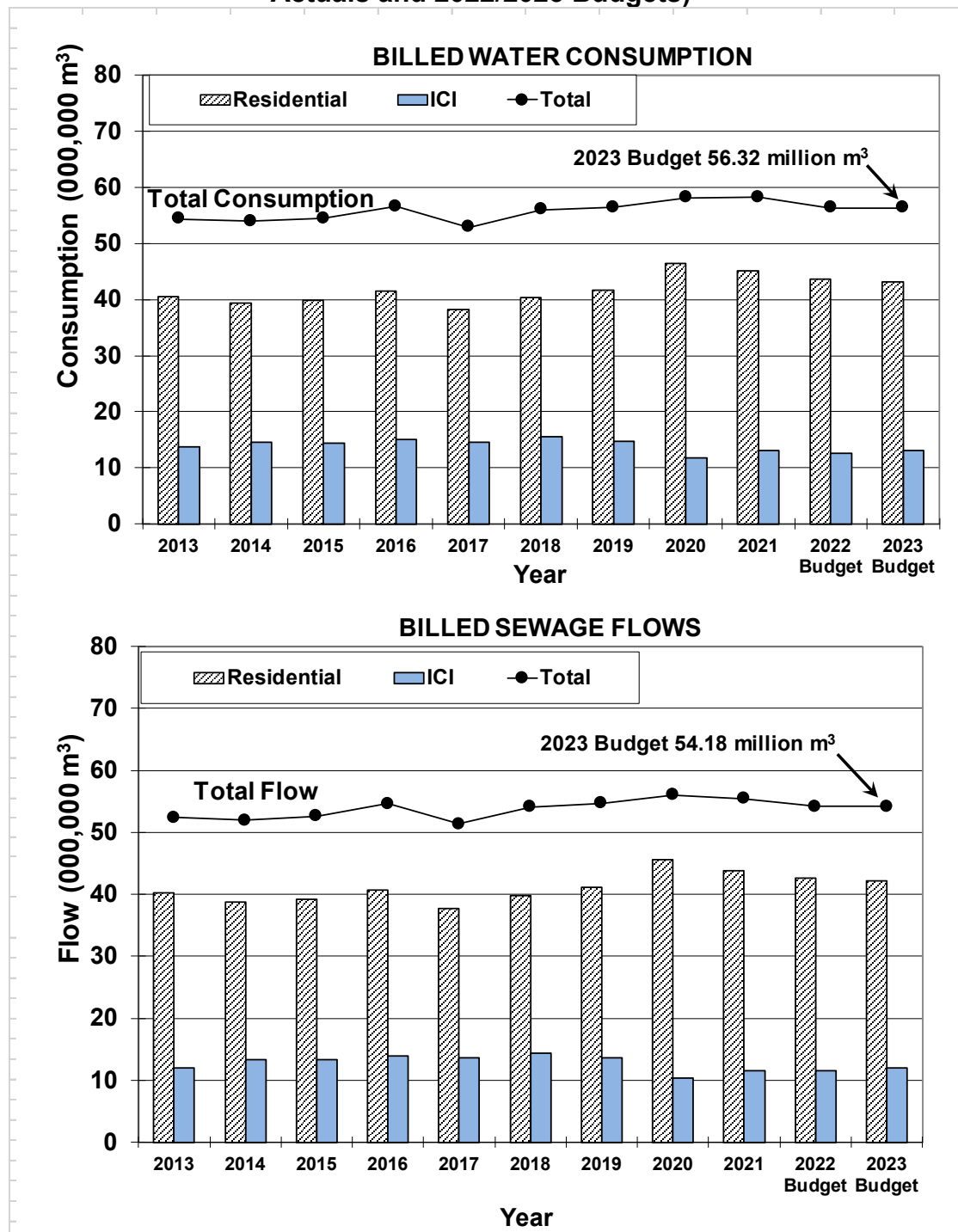
- **Water:** increases by +1,831 customers (+1.00 per cent) to a total of 184,950 customers
- **Sanitary Sewer:** increases by +1,872 customers (1.05 per cent) to a total of 180,179

### **3 Water Demand – Some Growth**

#### **3.1 Historical Consumption**

Exhibit 3 graphs the 2013 to 2021 actual and 2022 and 2023 budgeted residential, ICI and total volumes billed to customers for water supply and sanitary sewerage. Additional information on the basis of the 2023 budget projections for consumption is provided in the following sections.

**Exhibit 3 - Billed Water & Sanitary Sewer Volumes (2013 to 2021  
Actuals and 2022/2023 Budgets)**



### 3.2 Residential versus ICI Consumption Share

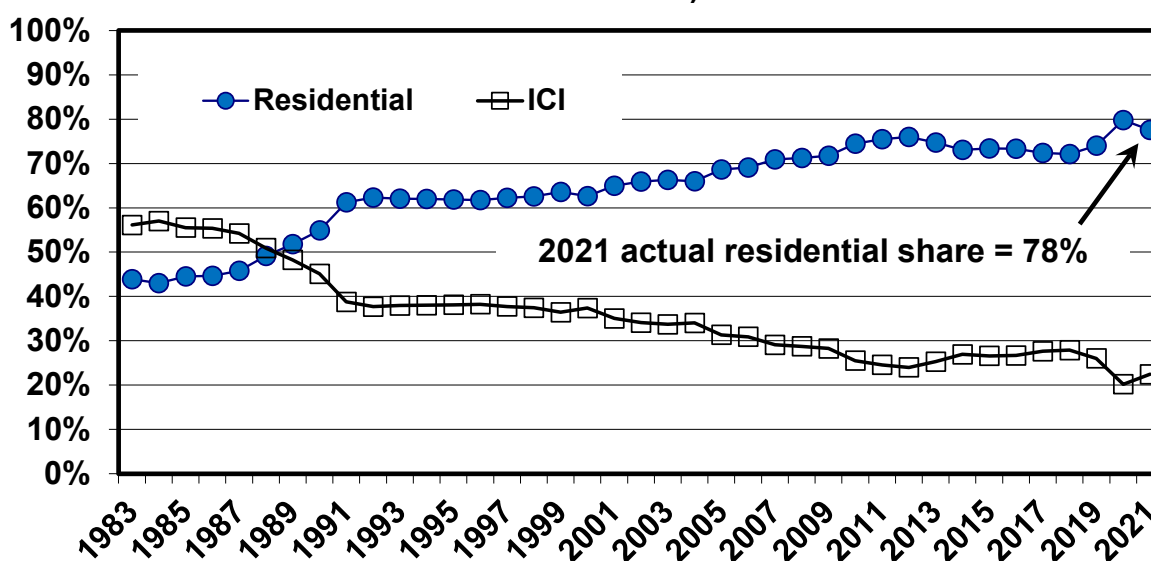
Prior to 2012 there was a steady increase in the share of consumption by residential customers and a corresponding decrease in the share of consumption by industrial/commercial/institution (ICI) customers. Residential usage grew from about a 44 per cent share in 1983 to a 76 per cent share in 2012. The change was due to a combination of strong residential growth, and, for a number of years, decreases in large ICI customer consumption.

The trend reversed in 2013 with the reopening of one of the largest ICI customers, a paper production facility that was shut down in 2010. Facilities were upgraded using a different recycling process with a resulting increase in industrial water usage share. The shares remained fairly constant for several following years.

Residential share increased somewhat to 74% in 2019 with consumption reductions at General Motors and more significantly in 2020 to almost 80% as a result of many employees working from home due to the COVID-19 pandemic. Residential share has dropped off somewhat to 78% in 2021 as some residents moved back to the workplace.

Annual consumption share is illustrated in Exhibit 4.

**Exhibit 4 - Residential versus ICI Water Billed Volume Share (1983 to 2021 Actual)**



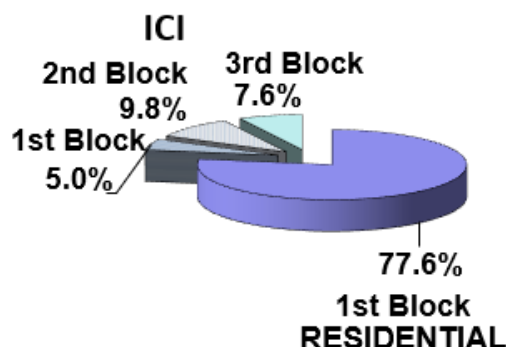
Consumption in the Region's three rate blocks (which are based on volume used) is broken down as follows:

- **1<sup>st</sup> block** (including all residential and ICI up to 45 m<sup>3</sup>/month or 10,000 gallons/month) - Residential usage is billed at 1st block rates and these customers represent the majority of usage. Total 1st block consumption for all customers represented 82.6 per cent of all usage in 2021 (ICI 5.0 per cent + Residential 77.6 per cent).
- **2<sup>nd</sup> block** (ICI 46 to 4,500 m<sup>3</sup>/month or 10,001 to 1,000,000 gallons/month) – This segment's consumption increased to about 9.8 per cent of the total (from 9.4 per cent in 2021).
- **3<sup>rd</sup> block** (ICI over 4,500 m<sup>3</sup>/month or 1,000,000 gallons/month) – Large user consumption share increased from about 5.8 per cent of total usage in 2020 to about 7.6 per cent in 2021.

All residential consumption is billed at 1st block rates. ICI water users, depending on usage volume, may enter the 2nd and 3rd rate blocks.

The distribution of actual 2021 consumption by block and customer class is illustrated in Exhibit 5.

**Exhibit 5 - Water Consumption Share by Block (2021 Actual)**



### 3.3 Residential Consumption – Return to More Normal Levels Budgeted

The Region tracks the average level of water usage per residential customer annually (i.e., cubic metres per customer) and, along with projected residential customer growth, uses this as a basis for projecting the total annual volume of residential water usage billed.

Note that individual residential customers include single family dwellings, duplexes, apartment buildings and condominium townhouses and consumption per residential customer represents a blend of the different categories.

Total residential consumption is made up of two components: day-to-day or “Base” usage plus extra “Seasonal” usage in the summer. Both are considered when making residential consumption projections.

- **Base Usage** - Base usage is due to day-to-day activities that occur year-round such as kitchen, bathroom and laundry usage.
- **Seasonal Usage** – Seasonal usage is mostly outdoors during the summer months (May to September) and varies from year-to-year. During dry summers the level increases and in wet summers it is less.

**Base Usage – 2000 to 2018** - Although the number of residential customers continues to grow, Base (day-to-day) usage per customer had been decreasing from about 320 m<sup>3</sup>/customer/year in 2000 to 219 m<sup>3</sup>/customer/year in 2018. This steady drop in usage by residential customers tended to offset the impact on total residential consumption from the addition of new customers. The steady decrease in Base usage per customer up to 2018 is apparent in Exhibit 6 below.

**2019 to 2021** - Contrary to historical expectations and trends, Base Usage per residential customer started increasing in 2019. In 2020 and 2021 Base Usage increased significantly with Base Usage reaching a peak of 250 m<sup>3</sup>/customer/year in 2021. The 2020/2021 increases coincided with the shift to more individuals

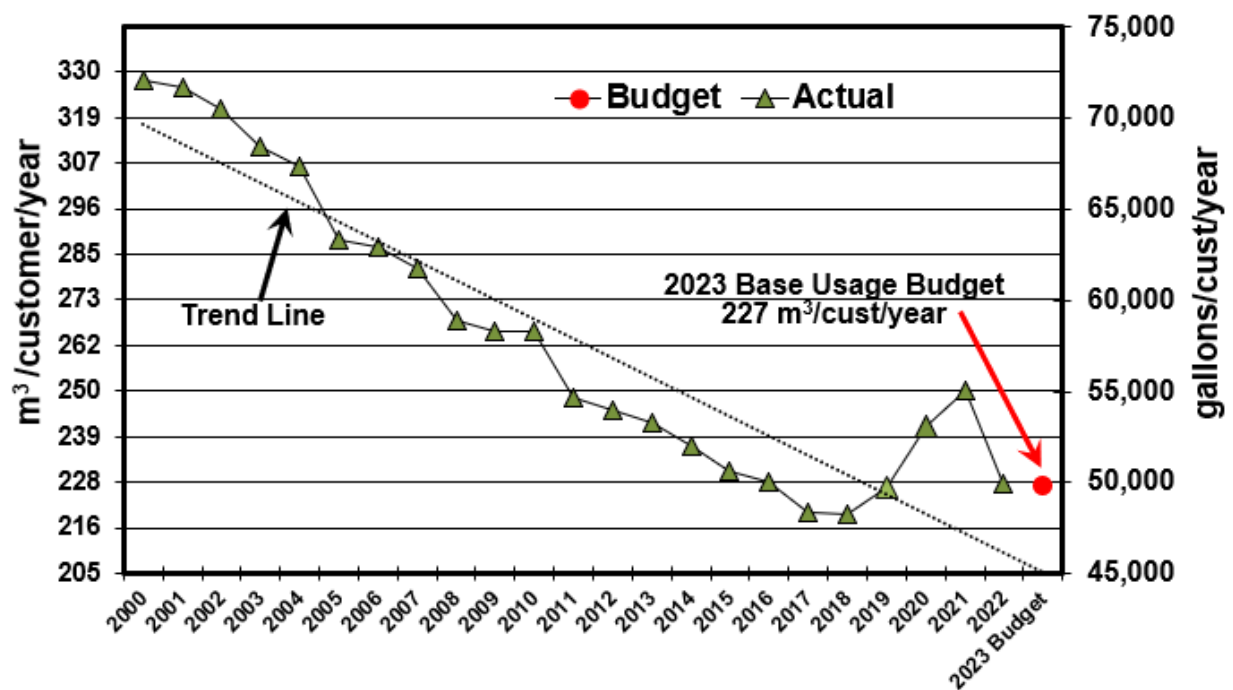
working and studying at home as a result of the COVID-19 pandemic.

**2022** -When budgeting for 2022 it was expected that students and employees would not remain at home in the same numbers as 2021 and the high levels of Base Usage would not continue. Base Usage for 2022 was budgeted at 233 m<sup>3</sup>/customer/day. Assumptions proved accurate as an analysis of actual 2022 residential consumption indicates a drop in Base Usage back to 227 m<sup>3</sup>/customer/day and close to 2019 pre-pandemic levels.

**2023 Budget** - It is expected that Base Usage has now returned to more normal levels and in 2023 is likely to be similar to current (and 2019) levels. As a result, the 2023 Budget residential Base Usage level has been projected at the current actual level of 227 m<sup>3</sup>/customer/day.

Historical 2000 to 2022 Base Usage and Budget 2023 are graphed below in Exhibit 6.

**Exhibit 6 - Base Annual Residential Water Usage per Customer  
(2000 to 2022 Actuals and 2023 Budget – Excludes seasonal usage)**



**Seasonal Usage** - Seasonal consumption is mostly due to outside usage such as lawn/garden irrigation. Year-to-year weather variations can result in very little seasonal usage in wet years (examples 2008, 2013 and 2017) to significant seasonal usage in dry years (examples 2005, 2007 and 2016). Seasonal usage can vary from about 5 m<sup>3</sup>/customer/year (1,000 gallons/customer/year) up to about 32 m<sup>3</sup>/customer/year (7,000 gallons/customer/year), depending on summer weather conditions. Historically, seasonal usage was budgeted at 6.5 m<sup>3</sup>/customer/year, which lies in the bottom 30 per cent of summer usage levels, similar to a wet summer. For the 2021 budget seasonal usage was increased to 10 m<sup>3</sup>/customer/year and for the 2022 budget it was further increased to 12 m<sup>3</sup>/customer/year. For 2023 Budget it has been increased slightly to 13 m<sup>3</sup>/customer/year, which is consistent with historical averages.

**Total Usage** – Total usage per residential customer (including base usage plus an allowance for seasonal usage) was budgeted at 245 m<sup>3</sup> (53,900 gallons) per year for 2022. For 2023 budgeting purposes, due to the projected decrease in base usage and an increase in seasonal usage per customer, total residential usage is budgeted at 240 m<sup>3</sup> (52,800 gallons) per residential customer.

		Per Customer		Total Annual	
		2022	2023	2022	2023
Type of Usage		Budget	Budget	Budget	Budget
<b>Cubic Metres</b>					
Basic		233.0	227.0		
Seasonal Allowance		12.0	13.0		
Total		245.0	240.0	43,641,000	43,183,000
<b>Gallons</b>				(000)	(000)
Basic		51,260	49,940		
Seasonal Allowance		2,640	2,860		
Total		53,900	52,800	9,601,000	9,501,000

Based on the projected number of residential customers this is equivalent to total budgeted 2023 residential consumption of 43,183,000 m<sup>3</sup> (9,501,000,000 gallons).

Base residential usage represents the majority of residential usage and is the most important element in projecting residential use. Since residential use represents the majority of water sales, base residential consumption is also an important factor in projecting total water sales.

**Historical Factors** - The downward trend in residential **base usage** (day-to-day consumption) was a result of a number of initiatives which began in the 1990's:

- The Province revised the Ontario Building Code in 1996 to require low flush toilets (6.0 litres per flush) and low flow showerheads (9.85 litres per minute) in new construction. This started the trend towards more efficient household usage in new homes. The Province again revised the Ontario Building Code in 2012. The Code has measures requiring high-efficiency (6.0 litre/flush) toilets in new single-family residential construction or renovation (while still permitting the roughly equivalent 3/6 litre dual flush),

and installation of low flow (7.6 litres/min) showerheads in all residential construction.

- New appliances, especially washing machines, are designed to use significantly less water.

Examples	Older	Newer
Toilets	10 to 20 litres per flush	Single Family Dwellings - 6.0 litres per flush <sup>(1)</sup>
Showerheads	Up to 30 litres per minute	Low Flow 7.6 litres per minute
Dishwashers	36 to 63 litres per load	31 to 45 litres per load
Washing Machines	Top loading 175 litres per load	Front loading 50 to 100 litres per load

<sup>(1)</sup> Ontario Building Code

- The cost of water efficient appliances such as toilets and front-loading washers has continued to decline to the point where many families find them affordable. The availability of widely available and affordable water efficient plumbing fixtures and appliances has resulted in ongoing decreases in consumption.
- There is a changing housing development format which results in smaller lot size, requiring lower seasonal usage.

**Priority Green Clarington Demonstration Project** - The Region participated in the Priority Green Clarington Demonstration Project. Six new homes were built in Bowmanville and Courtice in 2014 with features that go beyond water conservation standards required by the Ontario Building Code. The features include greywater reuse as well as ultra low flow toilets, faucets and showers.

Priority Green Clarington Demonstration Project												
Annual Consumption vs Regional SFD Average												
	2015		2016		2017		2018		2019		2020	
	m3	gallons	m3	gallons	m3	gallons	m3	gallons	m3	gallons	m3	gallons
Region SFD Average	205	45,100	210	46,200	190	41,800	193	42,460	n/a	n/a	n/a	n/a
Green Demonstration Project	161	35,420	155	34,100	143	31,460	146	32,050	160	35,160	157	34,590
GDP% versus Region Average	79%		74%		75%		75%		n/a		n/a	
Summer Precipitation	Wet		Very Dry		Average		Average		Wet		Average	

Annual 2015 to 2018 consumption data for the homes in the Demonstration Project have been compared with the average Regional consumption in detached single family dwellings (SFD). Consumption in the Demonstration Project homes averaged about 25 per cent less than the Regional SFD average (2019 & 2020 Regional SFD average not available at the time of writing this report). The Demonstration Project indicates that there is still potential for future reduction in

residential water use per customer as conservation measures continue to be adopted.

**Future Plans** – It is Regional policy to encourage the efficient use of water and to continue to investigate and implement measures to achieve this. The historical effectiveness of the programs outlined above has been reflected in the continued (until recently) decrease in per customer residential usage. Given the Region's commitment to encouraging water efficient usage and the efficiencies already achieved, further reductions in per customer usage may be expected in the long term.

### 3.4 ICI Consumption – Some Increased Usage by Larger Customers

ICI consumption for the 2022 Budget and proposed 2023 Budget for water and sanitary sewer by consumption block are detailed below.

**1<sup>st</sup> Block ICI** – All ICI customers pay for at least some of their consumption at first block rates. About 24% of ICI consumption billings were at 1<sup>st</sup> block rates in 2021. It is projected that by year-end 2022 first block ICI consumption will be close to budget levels. 2022 first block consumption to date is below historic levels, but similar to 2020. Given the similarity, the 2022 budget consumption is used for 2023.

**2<sup>nd</sup> Block ICI** – Many ICI customers use enough water that at least some of their consumption is billed at 2<sup>nd</sup> block rates. In 2021 billings at 2<sup>nd</sup> block rates represented 47% of ICI consumption billings. 2<sup>nd</sup> block consumption to date is trending higher than budget. It is projected that in 2023 2<sup>nd</sup> block consumption will be higher than 2022 budget levels (water +4.0%; sewer +4.6%).

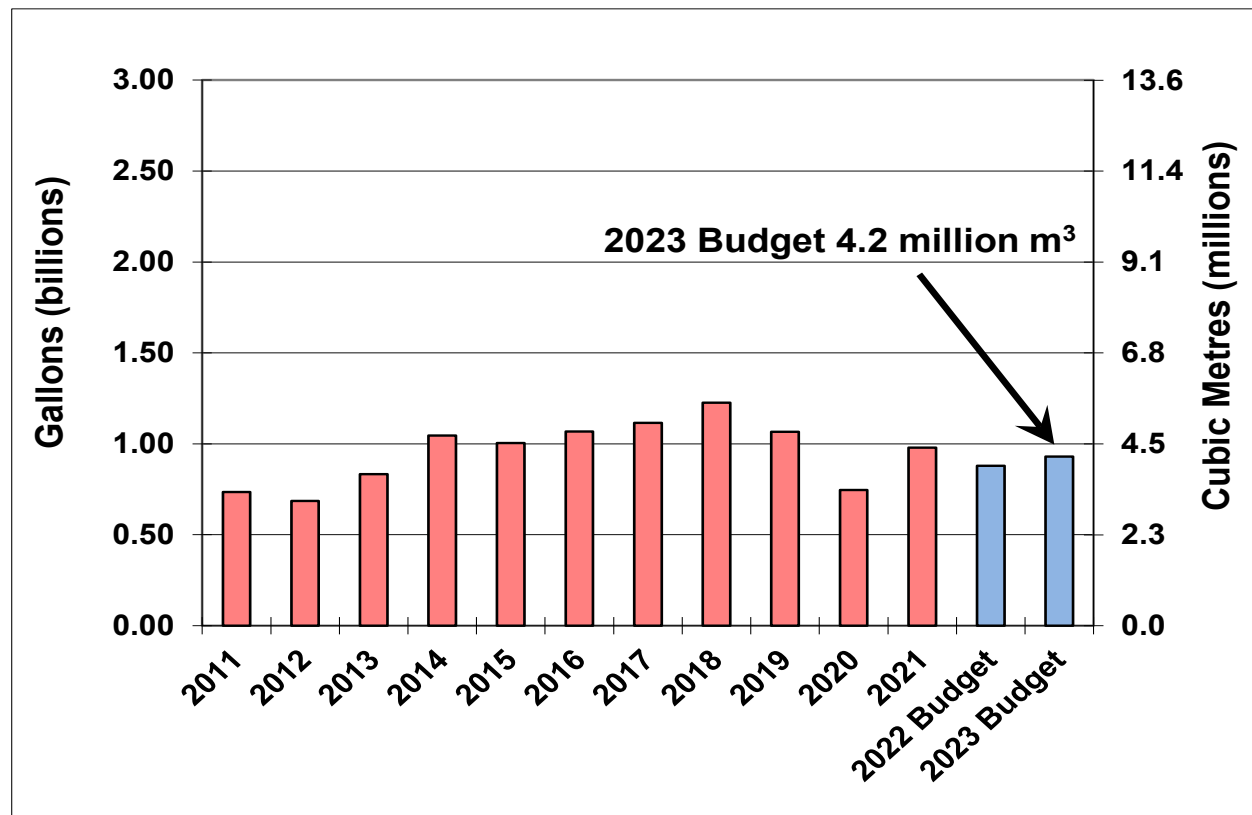
**3<sup>rd</sup> Block ICI** – There were 27 customers which reached 3<sup>rd</sup> block rates for at least one billing in 2021 of which 15 were industrial, five utilities, five hospitals and two community facilities.

3<sup>rd</sup> block consumption is showing an even more robust percentage increase in 2022 to date than the 2<sup>nd</sup> block. A significant factor is increased consumption by GM with production starting in late 2021 (vehicle production was shut down at the end of 2019).

2011 to 2021 actuals along with 2022 and 2023 budgeted 3<sup>rd</sup> block consumption is graphed in Exhibit 7. 2023 Budget 3<sup>rd</sup> block consumption levels are projected to increase versus 2022 Budget levels (water +5.7%; sewer +6.3%).



**Exhibit 7 - 3<sup>rd</sup> Block Water Consumption (2010 to 2020 Actuals and 2022 and 2023 Budget)**



**Total ICI** – Based on the foregoing 2023 Budget ICI consumption is projected as follows (Exhibit 8).

**Exhibit 8 - ICI Water & Sewer Consumption Summary (2022 & 2023 Budget)**

		Water		Sewer	
Type of Usage		2022 Budget	2023 Budget	2022 Budget	2023 Budget
<b>Cubic Metres</b>					
1st Block		3,000,000	3,000,000	2,909,000	2,909,000
2nd Block		5,682,000	5,909,000	4,955,000	5,182,000
3rd Block		4,000,000	4,227,000	3,636,000	3,864,000
Total		12,682,000	13,136,000	11,500,000	11,955,000
<b>Gallons (000)</b>					
1st Block		660,000	660,000	640,000	640,000
2nd Block		1,250,000	1,300,000	1,090,000	1,140,000
3rd Block		880,000	930,000	800,000	850,000
Total		2,790,000	2,890,000	2,530,000	2,630,000

**3.5 Total Consumption**

Actual Consumption/Flow for 2017 to 2021 and Budget for 2022 and 2023 are shown in Exhibit 9.

**Exhibit 9 - Water Consumption & Sanitary Sewer Flows (2017 to 2021 Actuals and 2022/2023 Budgets)**

	Water			Sewage		
Year	Residential	ICI	Total	Residential	ICI	Total
<b>Cubic Metres*</b>						
2017 Actual	38,290,805	14,627,364	52,918,168	37,696,582	13,641,905	51,338,486
Change	5.5%	6.8%	5.8%	5.4%	5.2%	5.4%
2018 Actual	40,397,273	15,616,555	56,013,827	39,746,800	14,347,014	54,093,814
Change	3.3%	-6.1%	0.7%	3.5%	-5.2%	1.2%
2019 Actual	41,726,149	14,661,842	56,387,991	41,133,794	13,604,175	54,737,969
Change	11.2%	-19.9%	3.1%	10.9%	-23.3%	2.4%
2020 Actual	46,390,988	11,740,457	58,131,445	45,626,620	10,439,394	56,066,014
Change	-2.7%	11.2%	0.1%	-4.0%	11.1%	-1.2%
2021 Actual	45,132,878	13,055,305	58,188,183	43,813,954	11,600,261	55,414,214
2022 Budget	43,641,000	12,682,000	56,323,000	42,677,000	11,500,000	54,177,000
Change	-1.0%	3.6%	0.0%	-1.1%	4.0%	0.0%
2023 Budget	43,183,000	13,136,000	56,319,000	42,227,000	11,955,000	54,182,000
<b>Gallons (000)*</b>						
2022 Budget	9,601,000	2,790,000	12,391,000	9,389,000	2,530,000	11,919,000
Change	-1.0%	3.6%	0.0%	-1.1%	4.0%	0.0%
2023 Budget	9,501,000	2,890,000	12,391,000	9,290,000	2,630,000	11,920,000

\* Note: 1 cubic metre = 220 Imperial gallons OR 1,000 gallons = 4.54 cubic metres

A projected decrease in residential consumption is offset by projected ICI increases with the combined result that 2022 and 2023 total budget consumptions are about equal for both water and for sewer.

The 2023 water consumption and sanitary sewer flow projections are based on:

- Number of customers increasing (water +1.0%; sewer +1.05%);
- Total residential usage decreasing (water -1.0%; sewer -1.1%);
- Usage by ICI customers increasing (water +3.6%; sewer +4.0%).

Taking the foregoing into account, 2023 volumes billed is budgeted as follows:

- Water consumption at 56,319,000 cubic metres (56,319 ML)
- Sewer flow at 54,182,000 cubic metres (54,182 ML)

## 4 Recommended 2023 Water and Sanitary Sewer User Rates

The recommended 3.6 per cent water user rate Increase (Attachment #1) and 5.0 per cent sanitary sewer user rate increase (Attachment #2) are needed to finance the proposed 2023 Consolidated Water Supply and Sanitary Sewerage Systems Business Plans and Budget.

### 4.1 Full Cost Recovery

The water and sanitary sewer user rates are an important part of a full cost recovery strategy for Regional water supply and sanitary sewer systems. User rates and miscellaneous fees and charges recover operating costs. Capital costs are paid through a combination of user rate revenues, reserves, reserve funds, development charges, and grants (where available). The user rate share of capital costs includes the capital cost for system replacements, upgrades related to meeting regulatory requirements and growth-related costs not covered by development charge revenues. The water and sanitary sewer systems are “User Pay” - property taxes are not used to fund water supply and sanitary sewer system costs.

### 4.2 User Rate Revenue Requirements

The proposed preliminary 2023 water and sanitary sewerage net expenditure budgets require a water rate increase of 3.6 per cent and a sanitary sewer rate increase of 5.0 per cent (average residential customer combined increase 4.3 per cent).

A breakdown of the proposed preliminary 2023 budget expenditures and revenues, including user rate revenue requirements, is summarized in Exhibit 10 for water supply and Exhibit 11 for sanitary sewerage.

Additional information on the 2023 Business Plans and Budget is available in Report #2022-F-22: 2023 Business Plans and Budget and Nine-Year Capital Forecast for the Consolidated Water Supply and Sanitary Sewerage Systems.

#### 4.2.1 Water Supply System

The proposed preliminary 2023 user rate supported water supply system revenue required is summarized in Exhibit 10. The proposed 2023 water system user rate revenue requirement of \$122.82 million represents an increase of \$4.62 million or 3.9% over 2022 budget levels, and is generated by a combination of:

- **User Rate Increase** - The proposed 3.6 per cent water rate increase generates \$4.27 million in additional revenues;
- **Customer Growth** - Customer growth adds \$0.44 million, offsetting a rate increase by 0.4 per cent; and
- **Consumption** – Although total consumption is projected to be similar in 2023 to 2022, the fact that Residential consumption component is billed at the highest (first block) rate and is projected to decrease results in a net decrease in total consumption-related revenue. The projected decrease in

residential consumption-related revenue is estimated to result in the need for an additional \$0.08 million which accounts for about 0.1 per cent of the increase in revenues requirement.

#### 4.2.2 Sanitary Sewerage System

The proposed preliminary 2023 user rate supported sanitary sewerage system revenue required is summarized in Exhibit 11. The proposed 2023 sanitary sewer system user rate revenue requirement of \$123.44 million represents an increase of \$5.94 million or 5.1% compared to 2022 budget levels, and is generated by a combination of:

- **User Rate Increase** - The proposed 5.0 per cent sanitary sewer rate increase generates an additional \$5.94 million in revenue;
- **Customer Growth** - Customer growth adds \$0.37 million, offsetting the rate increase by 0.4 per cent; and,
- **Consumption** – The situation described above related to water consumption revenues is even more pronounced in the sewer system since a higher proportion of sewer revenues is consumption-related. The projected decrease in residential consumption-related revenue is estimated to result in the need for an additional \$0.31 million which accounts for about 0.3 per cent of the increase in revenues requirement.

**Exhibit 10 - Revenues Required from 2023 Water User Rates**

Budget Category	2022 Approved Budget (\$)	2023 Proposed Preliminary Budget (\$)	Increase/(Decrease)	
			(\$)	(%)
<b>A) Operations (net costs)</b>				
Operations, Maintenance & Administration	73,879,580	77,149,398		
Less Other Revenues	(3,339,635)	(3,622,713)		
<b>Operations from Current User Rates</b>	<b>70,539,945</b>	<b>73,526,685</b>	<b>2,986,740</b>	<b>4.2%</b>
<b>B) Tangible Capital Assets (gross costs)</b>				
Construction of Municipal Services	120,103,999	120,878,270		
Operations Capital	6,812,818	23,319,463		
<b>Total Capital Program</b>	<b>126,916,817</b>	<b>144,197,733</b>		
Less Financing & Recoveries Applied				
- Development Charge Reserve Fund - Residential	(63,792,982)	(68,205,444)		
- Development Charge Reserve Fund - Commercial	(2,420,268)	(2,461,628)		
- Development Charge Reserve Fund - Industrial	(1,607,001)	-		
- Debenture Financing	-	(15,666,667)		
- Other Financing	(66,668)	-		
<b>Total Non User Rate Financing</b>	<b>(67,886,919)</b>	<b>(86,333,739)</b>		
<b>Capital Program from User Rates Revenue Sources</b>	<b>59,029,898</b>	<b>57,863,994</b>		
Less User Rate Financing (Debt/Reserves)				
- Asset Management Reserve Fund	(5,622,700)	(5,763,270)		
- Servicing of Employment Lands Reserve	(683,600)	-		
- REL Equipment Replacement Reserve	(63,000)	(40,000)		
- Treatment Plant/Rate Stabilization Reserve Fund	(5,881,966)	(3,643,816)		
<b>Total User Rate Financing</b>	<b>(12,251,266)</b>	<b>(9,447,086)</b>		
<b>Current User Rates Capital Program/Contributions</b>	<b>46,778,632</b>	<b>48,416,908</b>	<b>1,638,276</b>	<b>3.5%</b>
<b>C) Debt</b>				
Expenditure	1,311,799	1,311,732		
Less Development Charge Reserve Funds Applied	(437,092)	(437,069)		
<b>Debt from User Rates</b>	<b>874,707</b>	<b>874,663</b>	<b>-44</b>	<b>0.0%</b>
<b>D) Current User Rate Revenue Requirements</b>				
Total Expenditures	202,108,196	222,658,863	20,550,667	
Less Total Revenues & Recoveries	(83,914,912)	(99,840,607)	(15,925,695)	
<b>Total Current User Rate Revenues Required</b>	<b>118,193,284</b>	<b>122,818,256</b>	<b>4,624,972</b>	<b>3.9%</b>
<b>Equivalent Water User Rate Increase</b>		<b>3.6%</b>		
<b>E) Impact of Changes in Customers &amp; Consumption on Rate Increase</b>				
<b>Factors Affecting Revenues</b>		<b>Revenue Change (\$)</b>	<b>Rate Increase</b>	
Expenditures - Increased revenue needed		4,624,972	3.9%	
Consumption - Residential drop increases rate needed		82,700	0.1%	
Customers - Growth reduces revenue needed		(439,000)	-0.4%	
<b>Added Revenue From Rate Increase</b>		<b>4,268,672</b>	<b>3.6%</b>	

### Exhibit 11 - Revenues Required from 2023 Sanitary Sewer User Rates

Budget Category	2022 Approved Budget (\$)	2023 Proposed Preliminary Budget (\$)	Increase/(Decrease)	
			(\$)	(%)
<b>A) Operations (net costs)</b>				
Operations, Maintenance & Administration	115,177,675	125,879,369		
Less Other Revenues	(37,019,830)	(43,836,528)		
<b>Operations from Current User Rates</b>	<b>78,157,845</b>	<b>82,042,841</b>	<b>3,884,996</b>	<b>5.0%</b>
<b>B) Tangible Capital Assets (gross cost)</b>				
Construction of Municipal Services	138,660,200	126,309,236		
Operations Capital	4,803,728	18,483,877		
York Durham Capital	4,101,000	2,710,000		
<b>Total Capital Program</b>	<b>147,564,928</b>	<b>147,503,113</b>		
Less Financing & Recoveries Applied				
- Development Charge Reserve Fund - Residential	(25,702,792)	(36,202,813)		
- Development Charge Reserve Fund - Commercial	(2,340,749)	(2,609,080)		
- Development Charge Reserve Fund - Industrial	(191,900)	(1,874,400)		
- Debenture Financing	-	(15,666,668)		
- Other Financing	(63,414,660)	(40,690,977)		
<b>Total Non User Rate Financing</b>	<b>(91,650,101)</b>	<b>(97,043,938)</b>		
<b>Capital Program from User Rates Revenue Sources</b>	<b>55,914,827</b>	<b>50,459,175</b>		
Less User Rate Financing				
- User Rate Debenture	-	-		
- Asset Management Reserve Fund	(9,275,200)	(11,107,100)		
- Servicing of Employment Lands Reserve	(509,200)	-		
- REL Equipment Replacement Reserve	(750,000)	(475,000)		
- Equipment Replacement Reserve Fund	(44,250)	(40,000)		
- Treatment Plant/Rate Stabilization Reserve Fund	(9,825,633)	(442,237)		
<b>Total User Rate Financing</b>	<b>(20,404,283)</b>	<b>(12,064,337)</b>		
<b>Current User Rates Capital Program/Contributions</b>	<b>35,510,544</b>	<b>38,394,838</b>	<b>2,884,294</b>	<b>8.1%</b>
<b>C) Debt</b>				
Expenditures	13,027,552	12,093,963		
Less Development Charge Reserve Fund	(9,195,572)	(9,089,060)		
<b>Net Debt from User Rates</b>	<b>3,831,980</b>	<b>3,004,903</b>	<b>-827,077</b>	<b>-21.6%</b>
<b>D) Current User Rate Revenue Requirements</b>				
Total Expenditures	275,770,155	285,476,445	9,706,290	
Less Total Revenues & Recoveries	(158,269,786)	(162,033,863)	(3,764,077)	
<b>Total Current User Rate Revenues Required</b>	<b>117,500,369</b>	<b>123,442,582</b>	<b>5,942,213</b>	<b>5.1%</b>
<b>Equivalent Sewer User Rate Increase</b>		<b>5.0%</b>		
<b>E) Impact of Changes in Customers &amp; Consumption on Rate Increase</b>				
<b>Factors Affecting Revenues</b>		<b>Revenue Change (\$)</b>	<b>Rate Increase</b>	
Expenditures - Increased revenue needed		5,942,213	5.1%	
Consumption - Residential drop increases rate needed		307,800	0.3%	
Customers - Growth reduces revenue needed		(374,500)	-0.4%	
<b>Added Revenue From Rate Increase</b>		<b>5,875,513</b>	<b>5.0%</b>	

### 4.3 Recommended Water Rates (Attachment #1) and Recommended Sanitary Sewer Rates (Attachment #2)

Based on the foregoing projections of customers (Section 2), consumption (Section 3) and budgets (Section 4 above), as summarized in Exhibit 12, it is recommended that water rates be increased by 3.6 per cent and sewer rates by 5.0 per cent.

#### Exhibit 12 - Projected Data Used to Develop 2023 Water & Sanitary Sewer User Rates

Parameter	Water	Sanitary Sewage
<b>Customers</b>		
- Number	184,950	180,179
- Growth from 2022 Actual	1.00%	1.05%
<b>Consumption/Flow</b>		
- Cubic metres (millions)	56.32	54.18
- Change from 2022 Budget	0.0%	0.0%
<b>User Rate Revenue Requirements</b>		
- Total Expenditures	\$122,818,256	\$123,442,582
- Increase from 2022 Budget	3.9%	5.1%
<b>User Rate Change Required</b>		
- Per cent	3.6%	5.0%
- Impact on Revenue of 1% Rate Change	\$1,186,000	\$1,175,000

The recommended 2023 water rates are in Attachment #1 and sewer rates in Attachment #2 to this report.

The user rates are expressed on a monthly basis in Attachment #1 and Attachment #2, however, service charges for each bill are based on the actual number of days each customer's bill covers between meter reading dates.

Customers' billing periods may vary, so daily service charge rates are applied. The daily

rates are equivalent to the approved monthly rates, are calculated as shown in the adjacent table (using the 2022 standard meter service charge as an example). The service charge may vary on individual bills depending on the actual number of days covered by the bill, but over time the charges are equivalent to the approved monthly rates.

Calculation of Daily Equivalent Water Service Charge	
Monthly Water Service Charge	\$19.29 per month
Months per Year	12 months
Annual Equivalent SC	\$231.48 per year
Days per Year	365 days
Daily Equivalent Service Charge	\$0.6342 per day

## 5 Other Fees & Charges Recommendations

### 5.1 Recommended 3.6 per cent Raw Water Rate Increase (Attachment #1)

The Region supplies untreated raw water from the Whitby Water Supply Plant (WSP) to Gerdau Ameristeel Corporation located within the South Whitby Industrial Area to the east of South Blair Street. There is a separate raw water pumping station at the WSP and raw water delivery main, both built in 1977. This company is also one of the Region's major users of potable water.

Until 2019 there was a second, older, raw water system which supplied two customers located on South Blair Street. This system is no longer in operation. One of the customers switched to potable water in 2018 and the other in late 2019. This leaves Gerdau Ameristeel Corporation as the only remaining raw water customer, albeit historically the largest and the only raw water customer served by the more recently built system. The Region may consider additional raw water customer(s) in the future.

The raw water sales from 2019 to 2021 actuals, 2022 projected and 2023 Budget are provided in Exhibit 13:

**Exhibit 13 - Raw Water Consumption (m<sup>3</sup>)**

<b>Gerdau Ameristeel</b>				
<b>Actual 2019</b>	<b>Actual 2020</b>	<b>Actual 2021</b>	<b>Projected 2022</b>	<b>Budget 2023</b>
597,084	738,440	619,280	605,950	600,000
Note (1) Volume higher due to timing of bills with new billing system (i.e. billed sooner after readings taken).				

Consumption by Gerdau has remained fairly constant in recent years at about 600,000 m<sup>3</sup> annually. This is the volume budgeted for 2023.

Note that the 2020 billing of 738,440 m<sup>3</sup> actually covers more than a year as the new billing system, implemented in late 2019, reduced the time between meter reading and billing, causing a temporary increase in the billings reported in 2020.

The volume of raw water supplied is metered and customer(s) are charged for this volume based on the approved raw water volumetric rate.



Operating costs related to the raw water system are fully recovered by means of the raw water rate, which is reviewed and updated annually as required. The raw water volumetric rate is included in Attachment #1. On an ongoing basis the raw water rate fully recovers the costs associated with operating the raw water system, including pumping and main maintenance.

It is recommended that the 2023 raw water rate be adjusted in tandem with the potable water rate increase of 3.6 per cent. The recommended raw water rate is shown in Attachment #1 – Recommended 2023 Water User Rates.

## **5.2 Recommended Sun Valley Heights Homeowners Co-operative Water System Charges (Schedule 3)**

The following provides background information on Sun Valley:

- The Sun Valley Heights Homeowners Co-operative water supply system is a privately-owned water supply system servicing 17 individual residential properties in the City of Oshawa, north of Conlin Road and west of Thornton Road.
- On August 3, 2000, the Region of Durham was issued a Minister's order pursuant to Section 62 of the Ontario Water Resources Act to maintain and operate the existing private water system owned by Sun Valley Heights Homeowners Co-operative.
- The Region is currently operating the Sun Valley system in compliance with the order and requirements of Ontario Drinking Water Protection Regulation 170/03 (formerly Regulation 459/00). The costs incurred to operate and maintain the system are billed to each property owner on a quarterly basis.
- As directed by Regional Council, Works staff will be providing an update on this system at a Works Committee meeting in early 2023.

The recommended charges for the Sun Valley Heights Homeowners Co-operative Water System are provided in Attachment #3 – Recommended 2023 Water Charge for the Sun Valley Heights Homeowners Co-operative Water System.

- The charge is based on actual Sun Valley Heights system costs;
- The 2023 costs are projected at \$30,425; and
- It is recommended that the 2023 rate be \$447/ quarter (\$149 monthly; \$1,788 annually), an increase of \$3.00 or 0.7 per cent from the 2022 rate.

## **5.3 Recommended Miscellaneous Fees & Charges (Attachment #4)**

Water System By-law #89-2003 (as amended) and Sewer System By-law #90-2003 (as amended) establish a variety of fees and charges that the Region can use to recover the cost of providing day-to-day and individual services related to the Region's water and sanitary sewer systems.

Water and sewerage systems rates, fees and charges for 2022 (current) and 2023 (recommended) are set out in Attachment #4 – Recommended 2023 Water & Sanitary Sewer Systems Miscellaneous Fees & Charges of this report.

The fees and charges are based on tracking actual costs over time. For 2023, the following change is recommended (bolded in the Attachment):

- **Item 38 – Fire Flow Tests** – The Region will carry out Fire Flow Tests on hydrants upon request for the fees specified in Item 38. Such tests may be requested for insurance purposes. However, going forward the Region will no longer offer this service during winter months (November 1 to April 30) due to problems that may arise during freezing temperatures.

## 5.4 Recommended Regional Environmental Laboratory Charges (Attachment #5)

The Regional Environmental Laboratory (Regional Lab) is located at the Duffin Creek Water Pollution Control Plant. Durham Region shares the ownership of the Regional Lab with the Region of York. It is operated by Durham Region. The Regional Lab has the capability of carrying out a wide variety of tests and analyses.

The existing 2022 and recommended 2023 laboratory fees/charges are set out in Attachment #56. The objective of the fees/charges is to recover the cost of operating the Regional Lab commensurate with the cost of carrying out the various tests. Attachment #5 lists 155 tests. No changes are recommended to the existing 2022 fees for 2023. The Lab Fees are currently undergoing a review which will help inform 2024 fee levels.

## 6 Customer Impact

## 6.1 User Rate Impact on Customers of Various Sizes - Summary

Water and sewer charges to various sized customers are provided in Exhibit 14.

### Exhibit 14 - Rates Impact on Customers of Various Sizes

									Water Rate Increase =		3.6%		
									Sewer Rate Increase =		5.0%		
						Average Residential Combined Increase =						4.3%	
Customer Category			2022 Billing			2023 Billing			Increase				
Gallons/yr	m³/year	Meter Size	Water	Sewage	Total	Water	Sewage	Total	Water	Sewage	Total	%	
					Quarterly Billings (\$/qtr)								
20,000	91	Standard Meter	83.96	66.40	150.36	86.97	69.73	156.70	3.01	3.33	6.34	4.2	
52,800	240	Avg Std Meter	126.73	138.15	264.88	131.29	145.07	276.36	4.56	6.92	11.48	4.3	
60,000	273	Flat Rate	136.13	153.90	290.03	141.02	161.61	302.63	4.89	7.71	12.60	4.3	
100,000	455	Standard Meter	188.31	241.41	429.72	195.06	253.50	448.56	6.75	12.09	18.84	4.4	
					Bimonthly Billings (\$ bimonthly)								
100,000	455	Standard Meter	125.54	160.94	286.48	130.04	169.00	299.04	4.50	8.06	12.56	4.4	
200,000	909	Standard Meter	423.94	677.76	1101.70	439.20	711.68	1150.88	15.26	33.92	49.18	4.5	
5 million	22,730	2" Meter	4,074	6,452	10,526	4,220	6,776	10,996	146	324	470	4.5	
50 million	227,270	4" Meter	35,944	56,426	92,370	37,242	59,250	96,492	1,298	2,824	4,122	4.5	
150 million	681,820	6" Meter	104,910	164,292	269,202	108,696	172,516	281,212	3,786	8,224	12,010	4.5	

The above table provides examples of the impact of the rates on customers with the consumption shown over periods of 90 days (“quarterly billings”) or 60 days (“bimonthly billings”). Note that the billings customers receive are calculated based

on actual consumption as registered on customers' water meters and number of days represented by each bill (which may vary from bill to bill depending on dates of meter readings).

## 6.2 User Rate Impact on Average Residential & Small ICI Customer

### 6.2.1 Impact of Recommended 2023 Rates versus 2022 Rates

The impact on a typical residential customer of the proposed 2023 water and sanitary sewer user rate charges are shown below in Exhibit 15.

#### Exhibit 15 - Impact of Proposed Water and Sanitary Sewer User Rate Increases on an Average Residential / Small ICI Customer

	Billings		Increase	
	2022	2023		
	(\$)	Proposed (\$)	(\$)	(%)
<b>Based on 240 m<sup>3</sup>/yr (52,800 gal/year) Consumption</b>				
Water	126.73	131.29	4.56	3.6%
Sewage	138.15	145.07	6.92	5.0%
Total (\$/quarter)	264.88	276.36	11.48	4.3%
Annual Billing (\$/year)	1,059.52	1,105.44	45.92	4.3%

A residential customer who used the same annual average residential per customer consumption of 240 m<sup>3</sup> (52,800 gallons) in both 2022 and 2023 would have a bill increase of 4.3 per cent. This equates to an increase of \$11.48 quarterly (residential customers are billed quarterly) or \$45.92 annually.

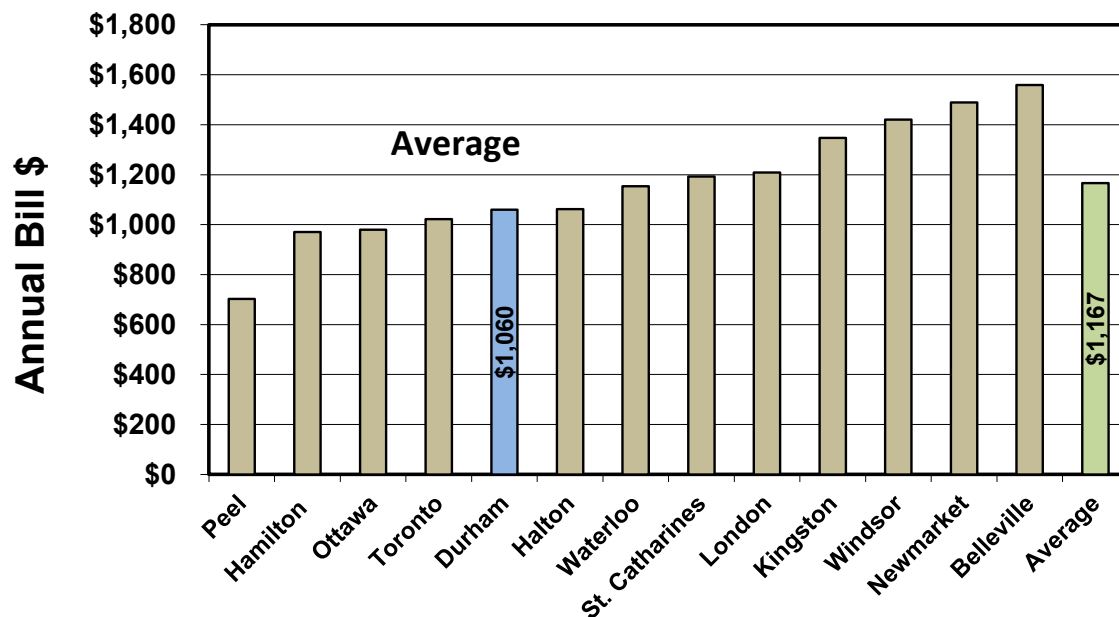
### 6.2.2 Charges Compared with Other Municipalities

The 2022 water and sewer rates charged in a total of 12 other large municipalities were surveyed along with 7 nearby neighbouring municipalities. Annual water/sewer bills in each municipality were calculated for a residential customer using 240 m<sup>3</sup>/year (52,800 gallons/year). This represents the projected usage by a typical 2023 Durham residential customer.

**Large Municipalities** - Most of the 13 larger municipalities, like Durham, have sole responsibility for water and sanitary sewer. Three municipalities including the City of Waterloo (in Waterloo Region), the Town of Newmarket (in York Region) and the City of St. Catharines (in Niagara Region), are part of two-tier utilities. In these three municipalities, the upper tier regions are responsible for major facilities such as treatment, water storage and trunk mains. The lower tier local municipalities are responsible for local facilities, such as distribution mains and local sanitary sewers as well as the customer billings.

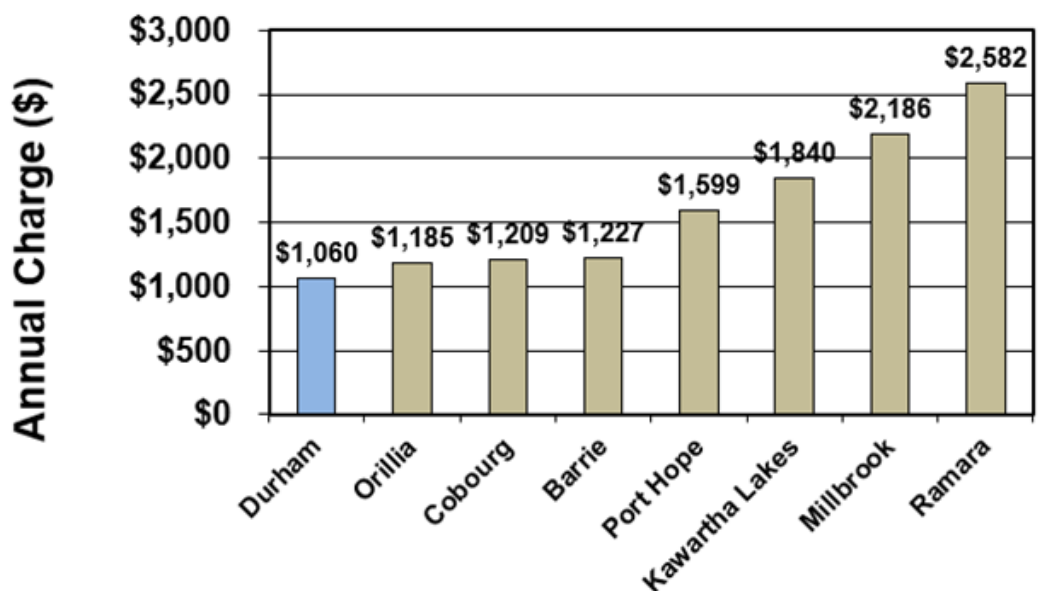
As illustrated in Exhibit 16, Durham is the fifth lowest out of the 13 in the survey. The overall average 2022 combined water and sanitary sewer bill for 240 m<sup>3</sup> (52,800 gallons) annual consumption for the 13 surveyed municipalities is \$1,167 per year compared to \$1,060 in Durham.

**Exhibit 16 - Comparative 2022 Residential Water/Sanitary Sewer Charges (240 m<sup>3</sup>/year) Large Municipalities**



**Neighbouring Municipalities** - Typical 2022 charges to a residential customer have also been calculated for seven neighbouring communities - see Exhibit 17.

**Exhibit 17 - Comparative 2022 Residential Water/Sanitary Sewer Charges (240 m<sup>3</sup>/yr) Neighbouring Municipalities**

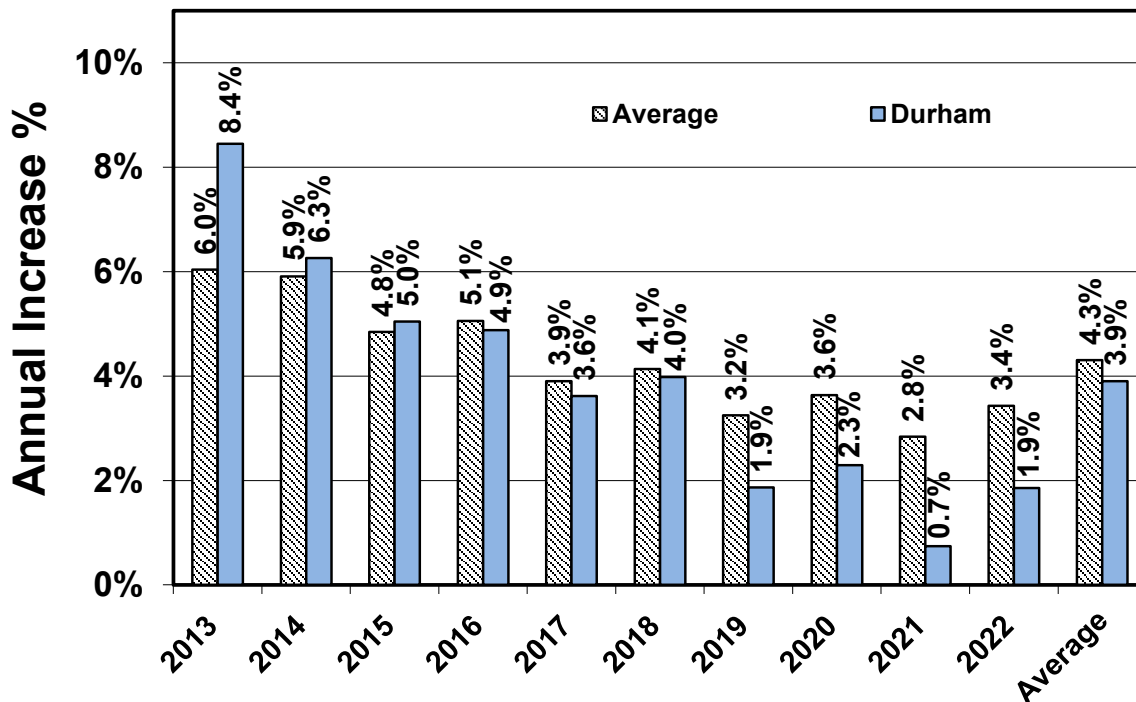


Durham is at the low end of user rate charges. Comparisons are sometimes difficult because of the use of the property tax to recover some costs in other municipalities. For example, Cobourg recovers some sanitary sewer costs from property taxes.

### 6.2.3 Average Annual Rate Increases Over Past 10 Years in Larger Municipalities Compared with Durham

Average water and sanitary sewer rate increases faced by customers using 240 m<sup>3</sup>/year (52,800 gallons) in the 12 other larger municipalities surveyed are graphed in Exhibit 18. Note that since average consumption per customer is generally falling over time, the actual impact on customer bills would be less than shown since decreasing usage would offset some of the increase due to higher rates.

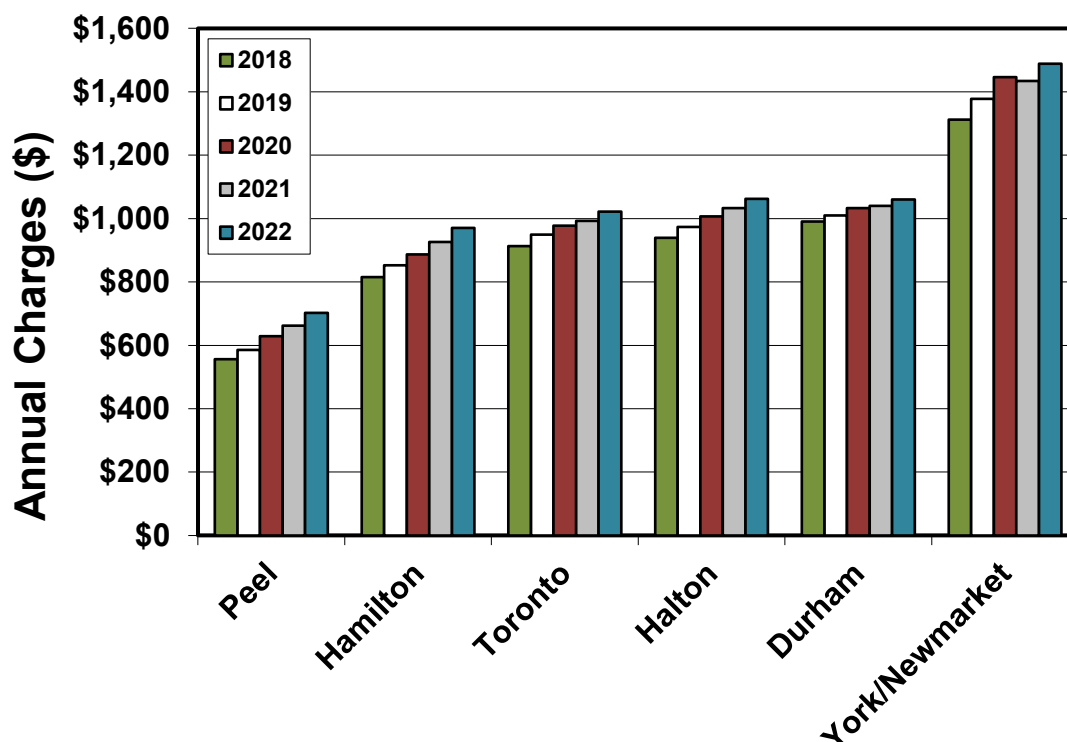
**Exhibit 18 - Comparative 2013 to 2022 Residential Water/Sanitary Sewer Bill Increases Large Municipalities (240 m<sup>3</sup>/year)**



The average annual combined water and sanitary sewer bill increase (240 m<sup>3</sup>/year usage) for all the municipalities was approximately 4.3 per cent for the 10-year period. Durham's average was approximately 3.9 per cent annually.

**GTA** - Combined water and sanitary sewer user rate increases over the past five years in nearby Regions are graphed in Exhibit 19. The analysis is based on a customer using 240 m<sup>3</sup>/year.

**Exhibit 19 - Comparative 2018 to 2022 Residential Water/Sanitary Sewer Charges GTA (240 m<sup>3</sup>/year)**



Durham is about average in terms of level of changes in this group. One feature it shares with York Region (Newmarket) is the presence of smaller local systems that are served.

Durham does not recover water and sanitary sewer costs from the property tax levy. Some municipalities may use property taxes to recover a portion of water and sanitary sewer costs with the result that the user charge comparison may not pick up all of the water and sanitary sewer costs paid by customers in the other municipalities.

Population served and geographic concentration of water and sewer systems is a factor. Durham owns and operates water and sanitary sewer systems that range from large urban areas in the south to smaller urban areas in the rural north.

The following observations are made regarding the 12 other larger Ontario municipalities surveyed (see Exhibit 16 and Exhibit 23):

- Peel is dominated by a single, very large municipality with major Lake Ontario treatment plants and as a result has lower rates than the other nearby regions (including Durham which has many local small systems).
- Peel, Toronto and Hamilton have either a single large metropolitan area or are anchored by one. This leads to economies of scale that Durham cannot match with its many diverse systems which service a large geographic area (the largest in the GTA).

- Halton is perhaps closest to Durham in that it has multiple water and sanitary sewer systems (although less than half of Durham's) and has adopted rate increases lower than the norm in recent years.
- Newmarket is responsible for the distribution of water and collection of sanitary sewer from its customers. Water supply and wastewater treatment are provided by York Region.

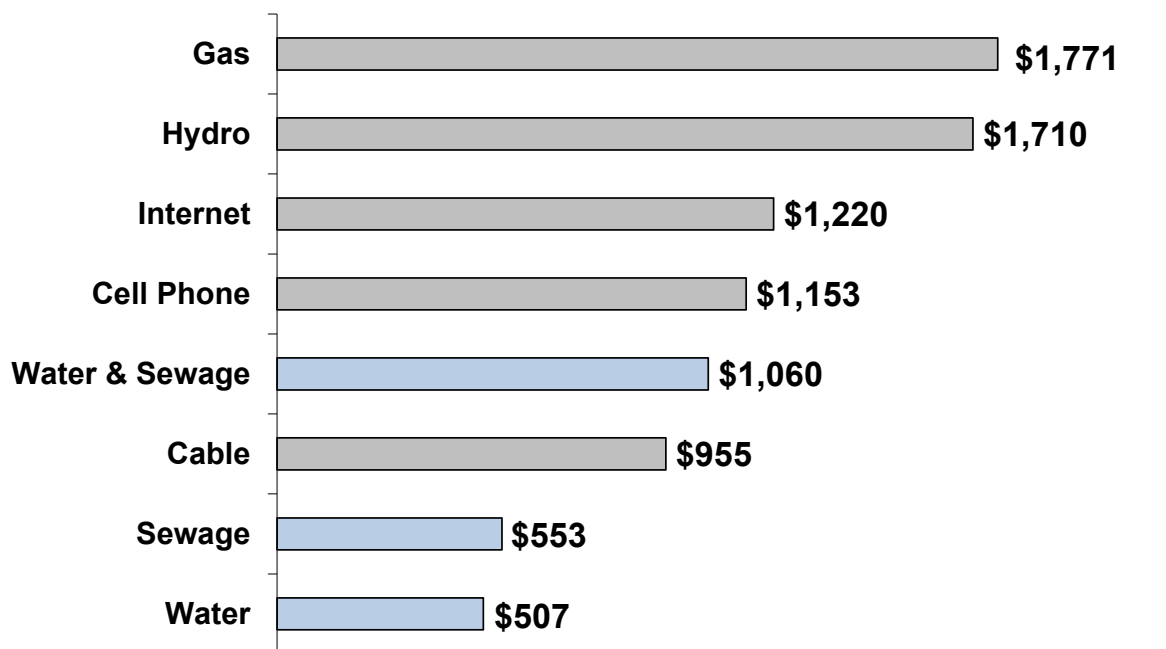
#### 6.2.4 Durham's Average Residential Water & Sanitary Sewer Charges are Much Less Than Typical Hydro, Gas, Telephone or Cable Television Services

Information was gathered on local residential electricity, natural gas, cable television, high speed internet, and cellular phone rates. These rates have been compared with the Region's water and sanitary sewer rates. Note that the survey provides typical bills for each service. Individual customers will often have a different mix of services (such as no landline phone at home). The survey is meant to give a general idea of utility costs.

The "most popular" option has been priced in Exhibit 20 where that option is indicated by the supplier. There is a wide range of prices for some services.

Representative 2022 annual residential utility charges in Durham (Oshawa rates used) are graphed in Exhibit 20.

**Exhibit 20 - Typical Durham Residential Utility Charges 2022**



The components of a total annual bill for a representative residential customer are as shown in Exhibit 21.

**Exhibit 21 - Typical Durham Residential Utility Charges 2022**

Utility	Basis of Comparison	Annual Bill (\$)	% of Annual Utility Bills
Natural Gas	Home & hot water heating	\$1,771	22.5%
Hydro	Cooling, appliances, lighting, etc.	\$1,710	21.7%
Internet	One level above basic - 50 Mbps	\$1,220	15.5%
Cell Phone	Basic service with long distance package	\$1,153	14.7%
Cable	Basic package – no movies	\$955	12.1%
Sewage	Average residential use - 240 m3/year	\$553	7.0%
Water	Average residential use - 240 m3/year	\$507	6.5%
Total		\$7,869	100.0%

The total combined water and sanitary sewer billing for this residential customer represents only about 13.5 per cent of the total utility charges incurred in a typical home. Water and sanitary sewer charges combined are less than most other individual utility services.

**6.2.5 Affordability**

Although in comparative terms, Durham's average residential water and sanitary sewer charges compare favourably with other municipalities and utilities, they could still be challenging for some. Staff will continue to study the affordability of water and sanitary sewer rates including considering whether there are alternative measures which should be considered to address the affordability of the water and sanitary sewer charges on various segments of the customer base.

**6.3 User Rate Impact on 25 Largest Customers****6.3.1 Recommended 2023 User Rates versus 2022 Rates**

Using actual 2021 consumption levels, the impacts on the Region's 25 largest customers of the recommended 2023 user rates, compared with existing 2022 rates, are provided in Exhibit 22.



**Exhibit 22 - Impact of Proposed 2023 Water and Sanitary Sewer  
User Rate Increases on 25 Largest Accounts (Using 2021 Actual  
Consumption Data - \$/year)**

Rank	2021		2022			2023			Combined Increase	
	(m <sup>3</sup> )	(000 gal)	Water	Sewage	TOTAL	Water	Sewage	TOTAL	\$	%
			(\$)	(\$)	(\$)	(\$)	(\$)	(\$)		
1	2,482,310	546,110	2,236,320	3,549,380	5,785,700	2,317,030	3,727,060	6,044,090	258,390	4.5%
2	364,170	80,120	338,350	533,490	871,840	350,560	560,190	910,750	38,910	4.5%
3	310,830	68,380	290,530	457,510	748,040	301,010	480,410	781,420	33,380	4.5%
4	283,660	62,410	266,210	255,360	521,570	275,820	268,140	543,960	22,390	4.3%
5	278,300	61,230	261,410	411,230	672,640	270,840	431,810	702,650	30,010	4.5%
6	212,470	46,740	202,390	317,450	519,840	209,690	333,340	543,030	23,190	4.5%
7	170,920	37,600	165,160	258,300	423,460	171,120	271,230	442,350	18,890	4.5%
8	168,110	36,980	162,640	160,370	323,010	168,510	168,400	336,910	13,900	4.3%
9	156,540	34,440	152,290	237,850	390,140	157,790	249,750	407,540	17,400	4.5%
10	151,540	33,340	147,810	230,730	378,540	153,150	242,270	395,420	16,880	4.5%
11	143,010	31,460	140,160	218,560	358,720	145,210	229,500	374,710	15,990	4.5%
12	128,830	28,340	127,450	198,370	325,820	132,050	208,290	340,340	14,520	4.5%
13	120,970	26,610	120,400	187,170	307,570	124,740	196,540	321,280	13,710	4.5%
14	120,420	26,490	119,910	186,400	306,310	124,240	195,720	319,960	13,650	4.5%
15	96,180	21,160	98,200	151,900	250,100	101,750	159,500	261,250	11,150	4.5%
16	95,070	20,920	97,230	170	97,400	100,730	180	100,910	3,510	3.6%
17	78,780	17,330	82,600	127,110	209,710	85,580	133,470	219,050	9,340	4.5%
18	67,440	14,840	72,460	111,000	183,460	75,080	116,550	191,630	8,170	4.5%
19	61,780	13,590	67,370	102,910	170,280	69,800	108,050	177,850	7,570	4.4%
20	59,820	13,160	65,620	100,120	165,740	67,990	105,130	173,120	7,380	4.5%
21	57,180	12,580	63,260	96,370	159,630	65,540	101,190	166,730	7,100	4.4%
22	55,190	12,140	61,470	4,680	66,150	63,680	4,910	68,590	2,440	3.7%
23	54,410	11,970	60,770	92,420	153,190	62,960	97,040	160,000	6,810	4.4%
24	53,100	11,680	59,590	90,550	150,140	61,740	95,070	156,810	6,670	4.4%
25	52,160	11,480	58,780	89,250	148,030	60,900	93,710	154,610	6,580	4.4%
Total	5,823,190	1,281,100	5,518,380	8,168,650	13,687,030	5,717,510	8,577,450	14,294,960	607,930	4.4%
<b>Note:</b> Green shaded accounts have reduced sewage charges (sewer appeals).										

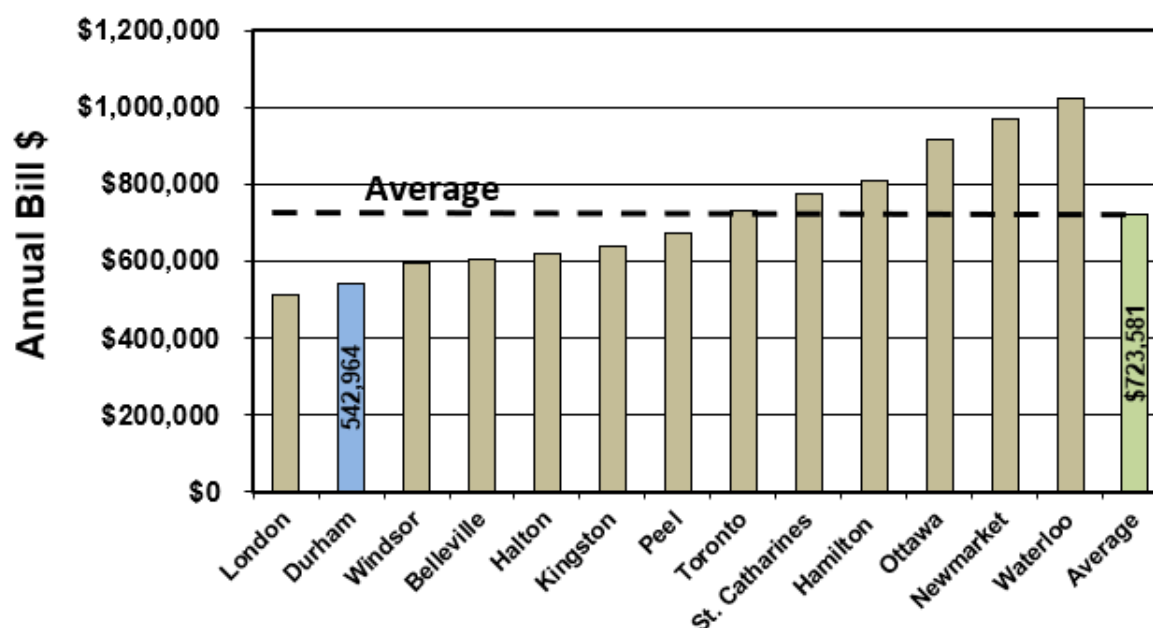
Note that most large customers will have a combined water/sanitary sewer bill increase of about 4.5 per cent. This percentage is higher than the average residential increase of 4.3 per cent because large customer bills are more influenced by the higher sanitary sewer rate increase (the volumetric rate is more dominant for sanitary sewer than for water).

There are four (4) customers among the top 25 users which have significant non-sanitary water usage and have been granted reduced sanitary sewer charges based on their relatively lower consumption. As a result, their reduced sewer charges have less impact on their total bill than the sewer charges for other large customers.

### 6.3.2 Charges Compared with Other Municipalities

The analysis is based on 227,272 m<sup>3</sup>/year (50 million gallons). This is a large water user and may not exist in some of the municipalities in the comparison. In Durham it would represent the 6<sup>th</sup> largest customer. Comparative charges are graphed in Exhibit 23.

**Exhibit 23 - Comparative 2022 Large Industry Water & Sanitary Sewer Charges Large Municipalities (227,272 m<sup>3</sup>/year)**



Durham was the second lowest out of the 13 in the survey. The overall average combined water and sanitary sewer bill for all the municipalities surveyed was \$723,581 per year compared to \$542,964 in Durham.

No comparative analysis was done for small local municipalities since most, if not all, would not have customers with this level of consumption.

## 6.4 Durham's User Rate Formats Compared with Other Ontario Municipalities

### 6.4.1 Background on User Rate Formats

Water and sanitary sewer rate structures typically include a service charge and a volumetric charge. The rate structures used in each municipality are designed and approved locally. There are no Provincial regulations related to municipal water and sanitary sewer rate structures. The survey found very little consistency across the province in terms of rate structures used in the various municipalities.

**Service charges** fall into three categories:

- **Single Rate** - All customers pay the same service charge.

- **Rate Based on Meter Size** - Service charge based on customer meter size. A higher rate is applied for larger meters.
- **No Service Charge** – Charges are based solely on volume of water used.

**Volumetric charges** fall into four categories. Customer meter readings are used to calculate the volumetric charges. All municipalities surveyed have volumetric rates. The volumetric rate formats are mostly the same for all customers in a municipality, but vary in some municipalities between residential and non-residential customers:

- **Single Block Rate (SBR)** – The same rate is charged for all usage.
- **Increasing Block Rate (IBR)** – Rates increase in steps as usage increases (normally targets higher residential usage).
- **Declining Block Rates (DBR)** – Rates decrease in steps as usage increases (normally for non-residential only).
- **Humpback Rates (HBR)** – Consumption blocks initially increase and then decrease as consumption increases.

Exhibit 24 is a summary of how often the different rate structures were encountered in the survey:

**Exhibit 24 - Summary of Rate Structures Used in 20 Surveyed Municipalities**

Description	Residential		ICI	
	Number	%	Number	%
<b>Service Charges</b>				
Based on Meter Size	15	75%	18	90%
Single Charge	3	15%	0	0%
No Service Charge	2	10%	2	10%
Total	20	100%	20	100%
<b>Volumetric Rates</b>				
Single Block Rate	12	60%	10	50%
Declining Block Rate	1	5%	6	30%
Increasing Block Rate	6	30%	4	20%
Humpback Rate	1	5%	0	0%
Total	20	100%	20	100%

- **Service Charges** – Most municipalities (90 per cent) include a service charge (either a single rate or one based on meter size) as part of their water rates. Only Toronto and Peel have consumption-only rates. No differentiation is made by them between residential and ICI customers.

- **Residential Volumetric Rates** – The majority (60 per cent), including Durham, charge single block rates to residential customers. Another 35 per cent essentially charge increasing block rates (including the 5 per cent using humpback rates). One charges declining block rates.
- **ICI Volumetric Rates** – The largest category is single block rates at 50 per cent of municipalities. Declining block rates is the next most prevalent at 30 per cent. Increasing block rates are used in 20 per cent of the municipalities. Although London has humpback rates, they are essentially declining block rates for ICI since the rates decline compared to the first block after 35 m<sup>3</sup>/month. They initially increase for small usage volumes.

Other features:

- **Sanitary Sewer Charged Based on Water Usage** – All surveyed municipalities base sanitary sewer charges on water consumption.
- **Allowance for Seasonal Usage on Sanitary Sewer Bill** – The majority bill sanitary sewer year-round based on water consumption. For residential usage only, Peel deducts 15 per cent from water usage when calculating the sanitary sewer bill. Windsor bills for sanitary sewer in the summer based on a customer's winter usage. This is feasible because Windsor bills residential customers monthly based on actual meter readings.
- **Universal Metering** - All surveyed municipalities are metered.

#### 6.4.2 Rates Summary

The adoption of declining block rates by Durham was based on an analysis of the actual cost of supplying customers and due to Durham's sole jurisdiction over the complete water and sanitary sewer systems. As a result, Durham's stepped metered rate blocks result in lower rates for large volume ICI consumption, which is advantageous to industrial customers while being fair in terms of cost recovery.

Municipalities which only have jurisdiction over local systems must purchase water at one wholesale rate, leaving less scope for passing on cost savings related to large volume supply to the customers. As a result, the charges in these municipalities are amongst the highest for large customers. Conversely, these municipalities have lower charges for the smaller volume customers.

Water and sanitary sewer systems have faced rapid growth for years. When infrastructure is new, maintenance and replacement costs are relatively low. However, over time, increasing investment is needed to refurbish and replace aging infrastructure. In addition, upgrades are needed to meet more stringent regulations. The end result is that most systems must increase investments to reach sustainable levels. Since 2002, Durham and most other municipalities have found it necessary to implement higher annual rate increases than were previously needed.

Although Durham's rates are established based on Durham's systems investment needs, and not in reference to others, it is noted that the other municipalities have

been facing the same challenges of funding of water and sanitary sewer systems to sustainable levels and have been increasing rates in a similar manner.

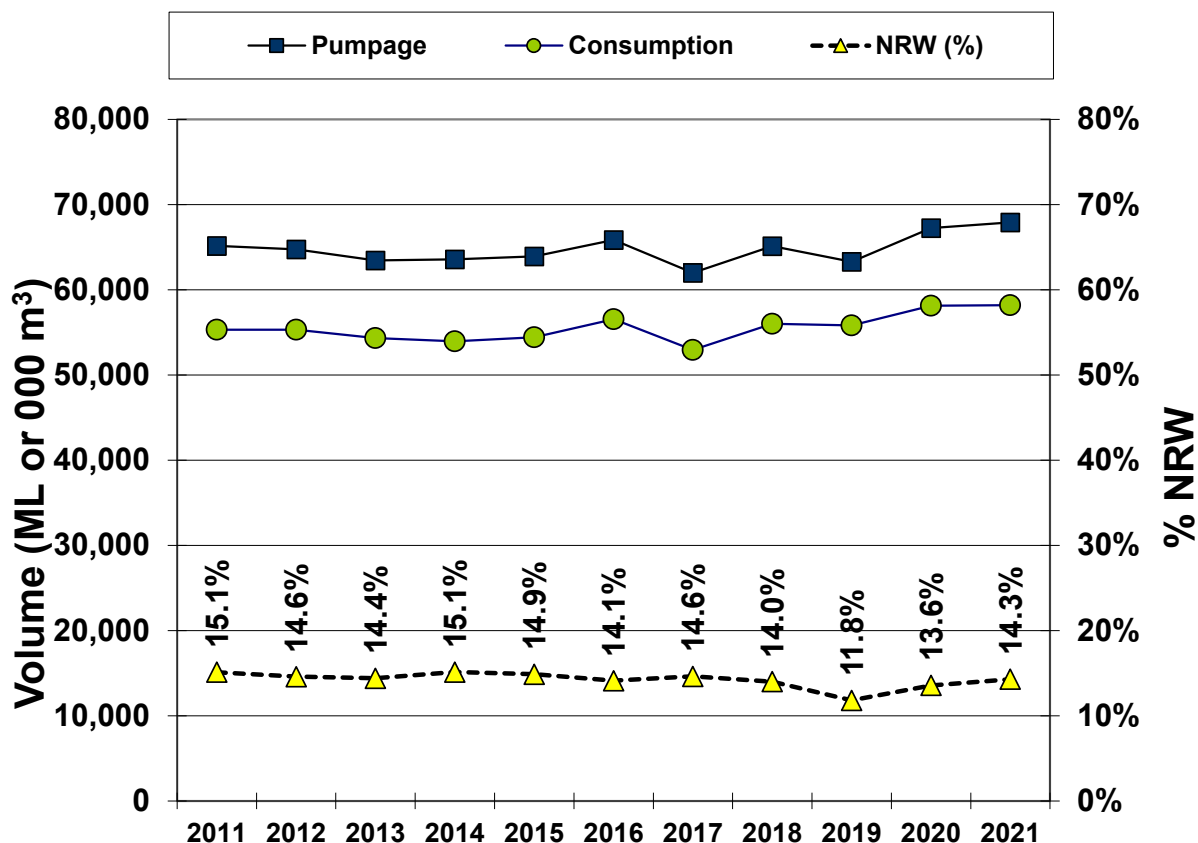
## 7 Water System Performance

### 7.1 Durham Water System Losses Update (Billed Consumption vs. Supply)

Some water is lost from the water system between water supply plants and customers. The traditional terminology used in expressing water system losses is “unaccounted for water” (UFW). A more recent term is “non-revenue water” (NRW) which highlights the fact that water loss is not sold and does not produce revenue. The two terms are synonymous. While some of these losses are actually unmetered usage such as water used for main flushing and firefighting, the most significant component is loss due to watermain leakage.

Durham's NRW from 2011 to 2021 is graphed below in Exhibit 25.

**Exhibit 25 - Water Pumpage, Consumption & Non-Revenue Water  
2011 to 2021 Actual**



Note: 1,000 cubic metres = 1 megalitre (ML)  
1 cubic metre = 220 Imperial gallons

NRW in recent years has been in a range of about 14 per cent to 15 per cent. This is considered to be fairly normal, but efforts are continually made to limit or reduce NRW losses through various programs such as cathodic protection and cement lining of cast/ductile iron mains and replacement of old infrastructure including mains, water meters and polybutylene water services.

The 2019 data indicates a NRW decrease to 11.8 per cent. The new water billing system introduced in October 2019 (this is where consumption data is recorded) carries out billings closer to actual use than the older legacy system and introduced an initial transitional increase in consumption reported in 2019 following the implementation of the new system. This artificially reduced the calculated UFW for that year.

The water meter replacement program results in a reduction in unbilled water due to timely replacement of old meters which can under-record flows later in their lifecycle. This improves revenues due to higher billed usage and hence lowers losses represented by NRW.

## 7.2 Other Water System Performance Comparisons

The use of NRW as a measure of water system performance, although common, is of limited use as it does not take in account the diversity of infrastructure in each municipality. The International Water Association (IWA) has developed and the American Water Works Association (AWWA) recommends a more comprehensive approach which takes into account individual system characteristics. The IWA recommends a process be followed which they refer to as the Standard Water Balance. It breaks water losses into a number of categories in order to better understand the nature of the losses – Exhibit 26.

**Exhibit 26 - IWA Standard Water Balance Terminology**

System Input Volume	Authorized Consumption	Billed Authorized consumption	Billed Metered Consumption	Revenue water
			Billed Unmetered Consumption	
		Unbilled Authorized Consumption	Unbilled Metered Consumption	Non Revenue Water (NRW)
			Unbilled Unmetered Consumption	
	Water Losses	Apparent Losses	Unauthorized Consumption	
			Metering Inaccuracies	
		Real Losses	Leakage on Transmission and/or Distribution Mains	
			Leakage and Overflows at Utility's Storage Tanks	
			Leakage on Service Connections up to point of Customer Metering	

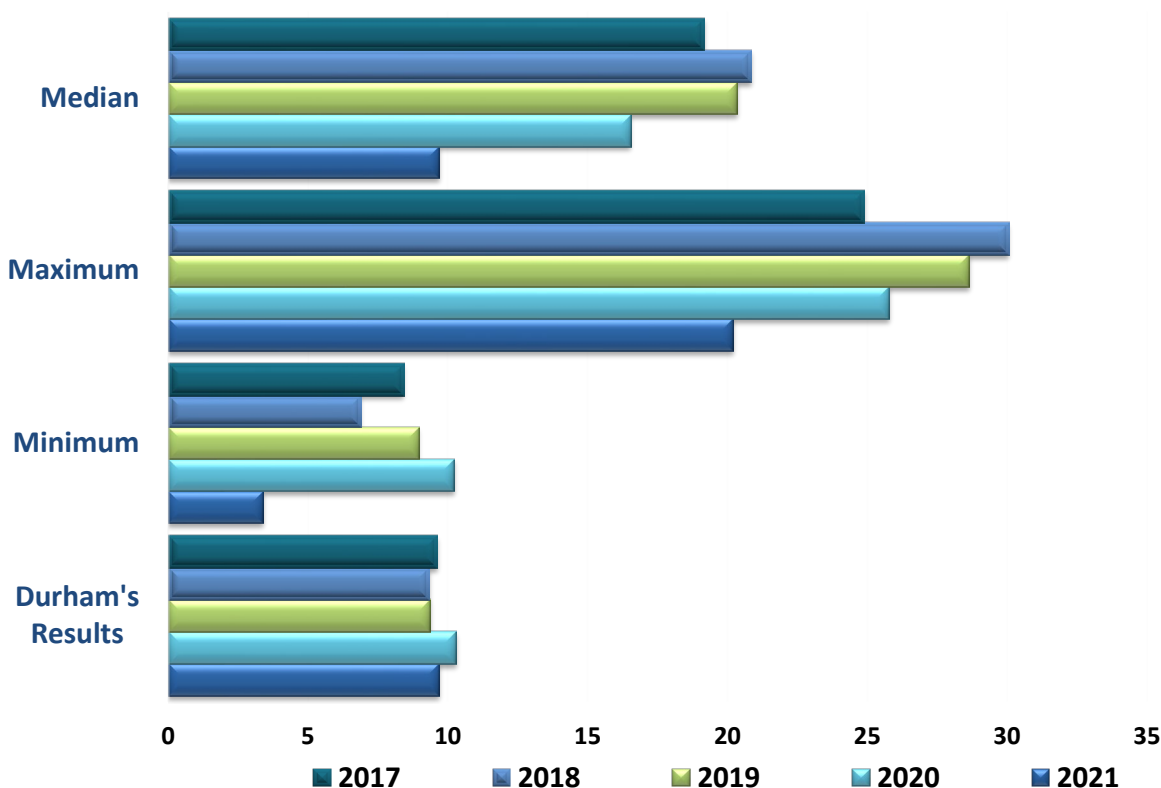
The IWA/AWWA methodology is now an industry recognized standard approach and has been utilized to assess water losses in Durham Region. Water loss performance measures such as the Infrastructure Leakage Index (ILI) and NRW per kilometre of mains were calculated first during the Water Loss Control Strategy Report based on 2006 data and have been repeated annually by Regional staff.

Durham Region is a long-term participant in the Municipal Benchmarking Network Canada (MBN) which facilitates comparison of statistical data with other municipal jurisdictions in Ontario.

One performance measure used by MBN is NRW per kilometre of main. This is a measure which expresses total water losses but takes into account density or spread of the water service in a municipality. For example, NRW for systems in similar condition would be higher for a spread-out municipality than for one more densely developed. Taking the length of mains into account makes the comparison more meaningful. The lower the performance measure the better.

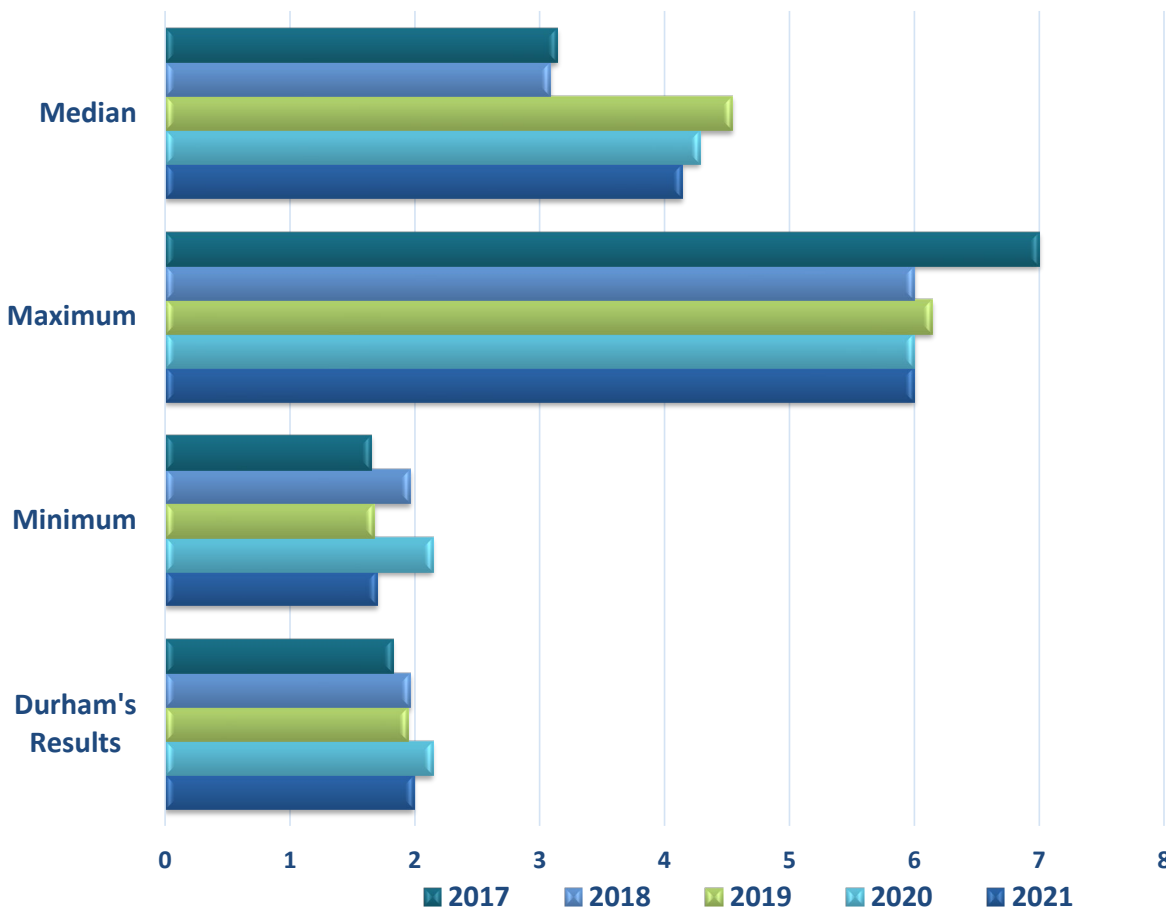
A graph of NRW per kilometre of main from the MBN survey for 2017 to 2021 is provided in Exhibit 27.

**Exhibit 27 - NRW in m<sup>3</sup>/km of Main per Day (MBN data)**



Durham's 2021 NRW versus main length of is much lower than the median level.

Another performance indicator which takes a number of factors into account is the Infrastructure Leakage Index (ILI). A lower number indicates better performance. See Exhibit 28 for the 2017 to 2021 survey results.

**Exhibit 28 - Infrastructure Leakage Index ILI (MBN data)**

The 2021 Infrastructure Leakage Index (ILI) for Durham was lower and thus better than the median.

These performance measures indicate that system investment and operational practices are resulting in generally improved results. Given that infrastructure continues to age, investments and operational efforts will have to be continued on an ongoing basis.

## 8 Future Considerations (2024 to 2032)

### 8.1 Future Customer & Consumption Trends

Elements expected to affect future customer and consumption levels are as follows:

**Residential Consumption** – After at least 20 years of decreases in residential base (non-seasonal) per customer, the trend bottomed out in 2017/2018 and has since reversed with subsequent increases in 2019, 2020, and 2021. The increases in 2020 and 2021 have been magnified by the impact of the COVID-19 pandemic due to individuals working and students attending school from home. This increase in residential base consumption has abated somewhat in 2022. Future Business Plans and Budgets and User Rates will need to be established based on updated residential base



consumption.

- The 2023 proposed user rates assume a decrease (compared to budget 2022) in residential base (non-seasonal) consumption to 227 m<sup>3</sup>/customer/year.
- **Small to Medium Commercial** – This sector historically has been fairly constant, but recently has also shown decline. It is expected that post COVID-19 pandemic, consumption will stabilize.
- **Large Industrial** – Projections assume fairly consistent consumption post COVID-19 pandemic. One current positive factor is the recent restart of vehicle assembly at the General Motors Oshawa plant. GM has historically been one of the larger water users, although not as significant as it once was. Staff continue to monitor the GM impact on future projected consumption.
- **Total Consumption** – For planning purposes, it is projected that post COVID-19 pandemic, total consumption will continue to remain level. Static or lower usage means revenues will not increase in step with increased customer growth.
- **Regulatory** - Both provincial and federal water and sanitary sewer regulations are expected to become stricter resulting in increased cost to remain compliant.
- **Asset Management** - Asset management forms a basis for prioritizing future water and sewage systems infrastructure rehabilitation and replacement investments. The annual user rate revenue requirements include contributions to the Asset Management Reserve Fund to address the most critical asset management needs.

Staff will continue to monitor consumption trends, regulatory requirements, asset management priorities and determine the impact on future user revenues over the longer term and on capital plans for both rehabilitation/replacement and growth-related projects.

## 8.2 Future Cost Trends

The possibility of consumption level decreases will affect future budget levels and consequently rate increases over time. Over the long-term, permanent trends in consumption can affect water supply and sanitary sewer system capacity requirements and design criteria. This in turn would impact the growth capital program, particularly treatment plant expansions. Decreased demand by existing customers frees up capacity for development, which may result in short-term deferral of specific water and sanitary sewerage projects if consumption trends decrease.

Capital costs related to rehabilitation, replacement and regulatory upgrades are not expected to be affected by changes in consumption patterns.

### 8.3 Projected User Rates

Since user rates are set on a year-to-year basis, change in water consumption in the near-term is the most important factor in user rate revenues. About 68 per cent of combined water and sanitary sewer user revenues are based on consumption.

Capital investments are rising due to pressures to invest in aging infrastructure in order to maintain levels of service and address critical priorities and respond to growth pressures. Increased capital investments are projected to have a significant impact on future user rate revenue requirements and as a consequence on future user rate levels.

In order to fund the forecasted operating and capital costs based on the customer and expenditure growth assumptions, water and sanitary sewer rates are expected to require, on average, annual increases of 4 per cent to 6 per cent. Staff continue to review operating requirements and long-term capital forecasts and financing plans to refine these estimates. Information available through the Region's new water billing system and enhancements to the capital forecast modelling under the Region's business planning and budget modernization initiative will allow for better refinement of projected rate increases for future years.

Staff will be working on determining the growth and financial impacts of Bill 23 which are anticipated to impact future user rates increases. Impacts will be primarily accommodated beginning in the 2024 Business Plans and Budget and will be reflected in future Business, Plans, Budgets and Nine-Year Capital Forecasts.

The water and sanitary sewer user rate forecasts are based on a capital program of known asset management needs. However, there are potentially other factors that will have cost implications that are unknown at this time and as a result cannot be quantified and include:

- Customer growth that may be lower than that experienced over the last number of years;
- Potential for reductions in residential base water consumption and thus related revenues without a resulting offsetting reduction in costs. In addition, any economic decline could result in lower system utilization with consequent decreases and water and sanitary sewer user rate revenues;
- Financial impact of works needed to comply with Provincial and Federal Regulatory requirements associated with the Region's water supply and water pollution control plants (i.e., the *Clean Water Act*, the *Lake Simcoe Protection Act* and *Water Opportunities and Water Conservation Act*);
- Market price impacts or volatility for input commodities, including energy and chemicals;
- Increase in construction costs;
- Significant capital investments required to meet growth related pressures;

- Low development resulting in shortfall in Development Charges to be funded by user rates;
- Asset management program investment requirements to replace aging and failing infrastructure which has reached or passed the end of its useful life. Although repairs can often extend the life of aged facilities, at some point this is not feasible and from an operational, regulatory and financial perspective replacement is required; and
- The impact of climate change on water and sanitary sewer systems infrastructure investment levels must also be considered and factored into future capital planning and resulting user rates.

#### **8.4 Future Actions**

Staff will continue to undertake the following initiatives to ensure efficient on-going water and sanitary sewer programs:

- Incorporate in the user rate revenue requirements the funding of the following water supply and sanitary sewerage systems investment needs:
  - Rehabilitation and replacement needs related to asset management; and
  - Adaptions required to address climate change.
- A shift from using customer readings to a more automated collection of readings. This will increase accuracy and potentially the frequency of billings. Starting in 2022, Works staff, in conjunction with Finance staff, initiated a three-year project to expand the installation of radio frequency remote reading devices (RF) with water meters to minimize manual meter readings;
- Assessment of emerging trends within residential and non-residential water consumption to project future usage for user rate purposes and monitoring usage trends that might influence future capital programs for treatment plant expansions;
- Assessment of water losses and reduction of unaccounted for losses, where possible. This would include continued investment in bulk water filling stations and modifications of the metering and use of hydrants for bulk water users in order to ensure that such use is controlled and costs adequately recovered by the Region; and
- Focus attention on the opportunities for intensification to maximize the use of existing infrastructure.

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## BACKGROUND ON WATER & SANITARY SEWER USER RATES

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### 1 Water & Sanitary Sewer User Rates

The Regional water and sanitary sewer (sewage) rates, fees and charges are defined and enabled by means of two By-Laws approved by Council. These By-Laws are amended annually by Council or as required to conform to policies and rates as approved by Council.

The two By-Laws are:

- Water System – [By-Law Number 89-2003, As Amended](#)
- Sewer System – [By-Law Number 90-2003, As Amended](#)

Each December, the Finance and Administration Committee and Regional Council will receive the annual Water and Sanitary Sewer User Rates Report which includes:

- Proposed Water User Rates for the upcoming year – these are the rates charged bimonthly or quarterly to customers for their Regional water supply service.
- Proposed Sanitary Sewer User Rates for the upcoming year – these are the rates charged to customers for their Regional sanitary sewer service.
- Proposed Sun Valley Heights Homeowners Co-operative Water System rate for the upcoming year – this is a separate rate for a privately built and owned well-based system serving 17 customers which is operated by the Region pursuant to a Provincial order.
- Proposed Miscellaneous Fees & Charges – these fees cover a wide range of specific services from construction of service connections to meter testing and many others.
- Proposed Regional Laboratory Fees – these are fees for various testing procedures carried out at the Regional Environmental Laboratory located at the Duffin Creek Water Pollution Control Plant. It Laboratory is jointly owned by York and Durham Regions. The laboratory carries out testing services for both Regions as well as a number of external customers.

The water and sanitary sewer user rates are the charges that affect all water and sewer customers and are the most significant revenue source for the Region's water and sewer systems.

The rates are formulated based on best practice recommendations by the waterworks industry including the American Waterworks Association (AWWA) Ontario Section and the Canadian Water and Wastewater Association. The rates are calculated using the "Base-Extra Capacity" (BEC) method as developed by the AWWA. The resulting rates charge each customer commensurate with the cost of supplying the water service.

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## **2 Water and Sanitary Sewer Systems Are Based on User Pay**

The revenues for the water and sanitary sewer systems are recovered based on "User Pay" primarily from the user rates but also from various methods charging new customers for growth-related capital costs to provide the water and sewer facilities needed to service them.

No revenues for the water and sanitary sewer systems are recovered from property taxes.

The water and sewer user rates approved by Regional Council each year generate the majority of the revenues needed to support the water and sanitary sewer systems, covering:

- Operating costs,
- Capital costs for repair, replacement of aging infrastructure and upgrading to meet regulatory requirements, and
- Capital costs related to growth not covered by other means (see below).

A second user pay funding source relates to the cost of building capital works to meet the system capacity needs for growth, including:

- Development charges which recover costs related to major infrastructure, such as treatment, trunk mains, storage, etc. which are built by the Region,
- Frontage and connection charges for local works built by the Region, and
- Construction of local works, such as mains, by developers and turned over to the Region.

Note that the Region also uses financing strategies to smooth out future capital expenditures including putting money aside in reserve funds for future capital needs or spreading out "lumpy" capital investments using debenture financing. This is much like individuals which put money aside for the future needs or take out a mortgage to buy a house – they are financing strategies, not a source of revenue.

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### 3 Water and Sewer User Rates Explained

The user rates charge each customer commensurate with the cost of supplying the service. They are established in the context of other Regional revenue policies such as frontage, connection and development charges which endeavour to directly recover the capital cost of servicing new customers.

In addition to meeting day-to-day water demands, the water system also includes capacity for fire protection including supply, larger mains, system storage and hydrants. This extra capacity is provided on standby. The Region recovers annual water system costs related to fire protection from the user rates by using a combination of two fixed charges - the Water Service Charge and the Unmetered Fire Line Charge. Local fire department services are provided and funded by the Area Municipalities.

Customers' water and sewer bills have two primary components, a consumption charge and a service charge:

- **Consumption Charge** – The consumption charge on a water bill is calculated by multiplying a customer's metered consumption times the metered rates.

There are three metered rate "blocks" which are applied in the calculation of a customer's water and sewage bill based on volume of water used. The water and sewage volumetric rates both follow this format, but with different rates.

The highest rate is the first block which reflects the higher unit cost that small customers place on the system due primarily to seasonal use such as garden irrigation. Summer usage peaks in particular are expensive to accommodate. Summer peaks are driven by residential usage and this is a factor in calculating the first block rate.

#### Water and Sewer Rate Blocks

<u>Block</u>	<u>m<sup>3</sup> / month</u>
First	0 to 45
Second	46 to 4,500
Third	Over 4,500

The declining rates in the second and third rate blocks do not apply to residential customers. Large-volume non-residential users generally use water at a fairly even pace (they are less of a factor in causing demand peaks that are costly to supply) and their large volumes are focused at one location. They cost less to supply on a unit cost basis. Declining rate blocks reflect this. These reduced rates were set as a result of cost analysis and are not considered a subsidy for larger users. The reduced rates reflect the reduced volumetric cost of supplying water to large non-residential users.

Even with the reduced large-volume block rates, commercial/industrial customers generate over 20% of the total consumption revenue while representing about 3% of customers.

- **Service Charge** - The service charge is a monthly charge based on a customer's water meter size. The service charge is considered the fairest way of charging costs that are unrelated to volume of consumption.

The service charge covers ongoing costs such as the initial installation, ongoing maintenance and repair, and replacement of water meters at the end of their in-service life and maintaining water service pipes on public property. It also includes administrative costs such as customer service, billing and collection activities. The water service charge is higher than the sewer service charge due to it also recovering costs related to the provision of fire protection capacity in the water system (larger mains, hydrants, water storage). Water systems have extra capacity on standby for fire fighting. Water service charges are higher for larger meters primarily due to the fire protection component.

- **Unmetered Water System Fire Line Charge** - Some customers receive enhanced fire protection coverage by means of a larger (or separate) connection to the water system than is required for domestic usage alone. Unmetered fire lines are used to supply customer sprinklers, hose cabinets or private fire hydrants. No charge is levied for the volume of water used for fire protection. The unmetered fire line rate varies by fire service size. The charge helps to allocate water system fire protection capacity costs to these larger customers who have unmetered fire lines. Unmetered fire lines are sometimes required for insurance purposes and are an important insurance consideration for a company, resulting in reduced insurance premiums. A little over 1% of customers have unmetered fire lines.
- **Minimum Bill** - Most Ontario water systems have a minimum bill feature to help offset those water system costs which are ongoing, even if a customer's consumption is low. It includes the service charge plus a consumption allowance. Most residential customers are exempt from the minimum bill feature since it does not apply to standard meters.
- **Flat Rate** – For the few customers that are not yet metered (less than 100) but are to be billed there is a flat rate.
- **Raw Water** - There is one industry (originally there were four) in Whitby served by a Regional raw water system. Raw water is supplied from the Whitby WSP and is separate from the potable water system. The Region pumps untreated water from Lake Ontario through separate mains to the raw water customer.

The system is entirely paid for by the raw water customer. There is a special raw water rate to recover 100% of the cost of operating the raw water system. The rate is calculated separately from the potable water rates and is approved annually by Regional Council.

A breakdown of revenues by rate structure component is as follows:

User Rate Revenues (2022 Budget)			
	Water	Sewer	Combined
Consumption Charges	53%	86%	70%
Service Charges	41%	14%	27%
Fire Line Charges	6%	0%	3%
Total	100%	100%	100%

### 3.1 Sewer Volume Charged Using Water Meter Readings

Water meter readings are used to calculate sewage volumetric charge. This method is used by the majority of Ontario municipalities as the fairest way to achieve user pay. When it comes to billing for sewage flows, the customer water meter data is used as it is the only measure available of a customer's actual utilization of the water and sewage systems. The method is a practical method to achieve user pay. There is no other feasible, economic alternative sewage meter available.

## 4 Meter Reading

With the adoption of a user pay approach in 1976, the Region followed up with a program of metering the many customers billed flat rate when the Region was formed. By 1980, almost all properties with water services had meters installed. Customers could then be billed based on the volume of water used as registered on each meter.

**Self-Assessment Readings** - Quarterly billed residential customers are sent self-assessment meter reading cards 3 times per year. Customers are asked to read the water meter and submit a reading via phone (TeleRead) or online ([MyDurhamWater](#)). Regional Meter Readers are sent out to obtain the fourth quarterly reading.

When first adopted, the Region's self-assessment meter card program had a high participation rate and low cost compared to meter readings taken by Meter Readers. It was a cost-efficient method of obtaining meter readings. Despite promotion of the program, customer meter reading participation rate is now only roughly 70%.

When a customer does not provide a meter reading, the Region bills based on an estimated usage volume. Estimated billings are problematic as they can cause plumbing problems to be undetected for long periods. This can lead to high back-billings



when an actual reading is obtained, leading to customer complaints. To address this issue, the Region has been upgrading its remote reading capabilities to allow more frequent readings by Meter Readers.

**Remote Readers** - Meters are installed with remote reading technology which allows a meter reader to obtain readings without entering premises. For many years that involved running wires from the display on the meter to a remote readable device on an exterior wall. A meter reader could then obtain a reading from outside a house, although there can still be access problems (snow, gates, etc.). Updated technology using Radio Frequency (RF) enabled meters allows Meter Readers to read without entering private property. This greatly streamlines the acquisition of meter readings.

The Region has been installing RF enabled meters for some years. In order to get sufficient penetration of the technology to widely implement its use, and eventually eliminate self-assessment readings, the Region, in 2022, adopted an accelerated three-year RF retrofit investment program. This has been made possible without affecting current user rates by utilizing reserve funds.

**All Billings Based on Readings by Meter Readers** - The transition from self-assessment to full readings by Meter Readers has already started in some billing districts and is targeted Region-wide by the end of 2023. This will eliminate the need for residential customers to supply readings. Using Meter Readers to obtain readings will decrease estimated billings from the current 30% to less than 3%. The reduction in estimated billings will translate to a reduction in extended periods of undetected plumbing problems and high back-billings and an improvement in customer service.

**Bi-Monthly Billed Commercial Customers** – These larger water users have historically had the water meters read by Meter Readers for each billing.

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## **5 Examples of Water and Sanitary Sewer Bill Calculation**

### **5.1 Typical Residential Customer**

A water and sanitary sewer bill calculation is provided below for a residential customer using 61 m<sup>3</sup> quarterly (244 m<sup>3</sup> annually) based on 2022 water and sewer rates:

### Average Residential Customer Water/Sewerage Bill Calculation

Consumption = 61 m<sup>3</sup> quarterly (244 m<sup>3</sup> annually)  
 = 13,475 gallons quarterly (53,900 gallons annually)

Meter Size = 16 mm or 19 mm  
 (standard metric) = 5/8 inch or 3/4 inch

#### Quarterly Bill Calculations (2022 Rates)

Water	Calculation			Quarterly Billing
Volumetric Charge	61.00	x	\$1.148	\$70.03
Service Charge (90 days)	3	x	\$19.29	<u>\$57.87</u>
<b>Total Water Bill</b>				<b>\$127.90</b>

Sewage	Calculation			Quarterly Billing
Sewage Usage	61.00	x	\$1.925	\$117.43
Service Charge (90 days)	3	x	\$7.55	<u>\$22.65</u>
<b>Total Sewage Bill</b>				<b>\$140.08</b>

<b>Total Quarterly Water and Sewerage Bill</b>	<b>\$267.98</b>
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## 5.2 Large Industrial Customer

The largest industrial customers are billed bi-monthly. The consumption charge for customers reaching the second and third block rates is illustrated using the following example:

Large Industrial Customer Water/Sewerage Bill Calculation						
Consumption	= 113,600 m <sup>3</sup> bimonthly (681,600 m <sup>3</sup> annually) = 25,000,000 gallons bimonthly (150,000,000 gallons annually)					
Meter Size	= 152 mm					
(standard metric)	= 6 inch					
<u>Bimonthly Bill Calculations (2022 Rates)</u>						
Water	Consumption in Block (m3)	Calculation			Bimonthly Billing	
Volumetric Charge						
1 <sup>st</sup> Block	45 x 2 months = 90	90	x	\$1.148	\$103	
2 <sup>nd</sup> Block	4,455 (4,500-45) x 2 months = 8,910	8,910	x	\$0.976	\$8,696	
3 <sup>rd</sup> Block	113,600-90-8,910 = 104,600	104,600	x	\$0.896	\$93,722	
<b>Total</b>	<b>113,600</b>				<b>\$102,521</b>	
Service Charge		2	x	\$1,170.47	\$2,341	
<b>Total Water Bill</b>					<b>\$104,862</b>	
Sewerage	Consumption in Block (m3)	Calculation			Bimonthly Billing	
Volumetric Charge						
1 <sup>st</sup> Block	45 x 2 months = 90	90	x	\$1.925	\$173	
2 <sup>nd</sup> Block	4,455 (4,500-45) x 2 months = 8,910	8,910	x	\$1.694	\$15,094	
3 <sup>rd</sup> Block	113,600-90-8,910 = 104,600	104,600	x	\$1.424	\$148,950	
<b>Total</b>	<b>113,600</b>				<b>\$164,217</b>	
Service Charge		2	x	\$7.55	\$15	
<b>Total Sewage Bill</b>					<b>\$164,232</b>	
<b>Total Water and Sewerage Bill</b>					<b>\$269,094</b>	

## 6 Water and Sanitary Sewer Billing Brochures and other Programs

A Water and Sanitary Sewer User Rates Notice, explaining changes in rates and miscellaneous fees, is included with the first bill issued to customers each year.

Copies are available to the public on request from the Finance Department. The information is also available on-line on the [Region's website](#).

The Utility Finance Division of the Finance Department offers other programs to assist customers in managing their bills. One such program targets the detection of leaks and the importance of reading meters. A brochure entitled [Detect Leaks and Save Money](#) is available on the Region's website.

Regional Water Billing staff also carry out proactive telephone calls to customers when new water meter readings are processed and a customer's water consumption patterns appear very low/high compared to that customer's normal expected level. This is carried out during the water bill preparation and monitoring process.

The TeleRead Program mentioned previously provides customers with a 1-800 number they may use to provide meter readings. This service is available "24/7" for the customer's convenience.

The Extended Due Date Program adjusts the date by which payments are due to coincide with the receipt of pension cheques by seniors. A complementary "Special Water Meter Reading Assistance Program" is targeted to seniors and those with disabilities who would have difficulty accessing the meter to read it. Customers can enroll in these programs by calling the Customer Service section of Utility Finance.

For customers that have trouble paying water and sewage charges, the Region offers low-income residents help through Housing Help Durham's Low-Income Energy Assistance Program (LEAP). Families and individuals may qualify for a one-time grant through an application process.

### Utility Finance Contact Information:

Phone **905 666-6211** (toll free **1-800-465-6611**)

Email **[waterbilling@durham.ca](mailto:waterbilling@durham.ca)**