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TO: Members of Environment and Climate Change Committee

DESTINATAIRE : Membres du Comité de l'environnement et du changement climatique

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DATE:

April 15, 2025

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15 avril 2025

FILE NUMBER: ACS2025-IWS-BTSS-0001

SUBJECT: REPORT ON THE USE OF DELEGATED AUTHORITY DURING 2024 BY THE INFRASTRUCTURE AND WATER SERVICES DEPARTMENT, AS SET OUT IN SCHEDULE “H” OF BY-LAW 2023-67.

OBJET: L’UTILISATION DE LA DÉLÉGATION DE POUVOIRS EN 2024 PAR LA DIRECTION GÉNÉRALE DES SERVICES D’INFRASTRUCTURE ET D’EAU, COMME IL EST INDIQUÉ À L’ANNEXE H DU RÈGLEMENT 2023-67

PURPOSE

This report is to inform the Environment and Climate Change Committee on the use of delegated authority for 2024 under Schedule “H” – Infrastructure and Water Services Department.

In 2024, the Delegation of Authority By-law was used by Linear Water and Customer Services, Water Facilities and Treatment Services, Asset Management Services and Infrastructure Services of the Infrastructure and Water Services Department, under the following sections:

- Section 5 – Discharge, Hauled Waste and Leachate Agreements
- Section 6 – Compliance Certificates
- Section 7 – Federal and Provincial Agreements - Infrastructure and Water Services
- Section 8 – Grants and Rebates
- Section 14 – Third Party Infrastructure Agreements
- Section 15 – Federal and Provincial Agreements – Infrastructure Services

Schedule “H” of the By-law also delegates authority to appropriate staff within the Department for the following sections; however, this authority was not used in 2024:

- Section 1 – General Responsibilities – General Manager, Infrastructure and Water Services
- Section 2 – Soil Tests
- Section 3 – Water Service Agreements

- Section 4 – Non-Municipal Water/Wastewater Systems
- Section 9 – Maintenance and Liability Agreements
- Section 10 – Ontario Water Resources Act
- Section 16 – Ontario Underground Infrastructure Notification System Act, 2012

BACKGROUND

In 2022, Infrastructure and Water Services reported for the first time as a new department ([ACS2023-IWS-BTSS-0001](#)). Infrastructure and Water Services is comprised of four service areas:

Linear Water and Customer Services

Linear Water and Customer Services play an important role in ensuring that water used and discharged by homes, businesses, industries, and institutions is handled safely and protects environmental and human health.

Linear Water and Customer Services operates and maintains more than 10,000 km of the City's drinking water distribution, wastewater and stormwater collection systems and delivers related programs and customer-facing services that directly affect businesses and residents.

Water Facilities and Treatment Services

Water Facilities and Treatment Services is responsible for the production of clean, safe drinking water; pumping water, wastewater and stormwater; and treatment of wastewater. The service area is responsible for operations and maintenance of the City's two water purification plants, six communal well systems, one main wastewater treatment plant, two remote wastewater treatment facilities, numerous lagoons, forcemains and over a hundred remote facilities, such as pumping stations.

Infrastructure Services

Infrastructure Services implements City-building priorities from planning to delivering infrastructure projects. These include managing the design and construction of new

projects and the renewal of existing municipal infrastructure, buildings, and parks, totaling approximately \$700 million in capital projects annually.

Asset Management

Asset Management Services administers and optimizes the lifecycle of municipal infrastructure valued at over \$70 billion, maintains asset inventory, undertakes condition and performance assessments, develops risk-based renewal strategies, and defines investment needs. This service area also leads water resource master planning, source water protection, manages the City's Comprehensive Asset Management (CAM) Program and defines the City's capital program.

DISCUSSION

The following sections outlines the instances throughout 2024 where Infrastructure and Water Services Department exercised delegated authority under the Delegation of Authority By-law. The instances where claims have been fulfilled or paid and names of the companies for these agreements are listed in Document 1.

Section 5 – Discharge, Hauled Waste and Leachate Agreements

The authority to enter into and execute or amend sewer discharge agreements or permits, permits for the disposal of hauled liquid materials, and leachate agreements.

Special Discharge Agreements

The revenues collected from Special Discharge Agreement fees totalled \$422,257.50.

Sanitary Sewer Agreements

The revenues collected from Sanitary Sewer Agreement fees totalled \$1,170,699.48.

Sanitary Sewer Agreements (Internal Construction Projects)

The revenues collected for Sanitary Sewer Agreements (Internal Construction Projects) is \$168,507.62.

Sludge Agreements

The revenues collected from Sludge Agreement fees totalled \$6,721,980.44.

Combined Agreements

The revenues collected from Combined Agreement fees totalled \$191,348.44.

Leachate Agreements

The revenues collected from Leachate Agreement fees totalled \$922,916.90.

Hauled Waste Permits

The revenues collected from Hauled Waste Permit fees totalled \$787,520.32.

Section 6 – Compliance Certificates

The authority to issue or amend compliance certificates for sewer and waste disposal programs.

The revenues collected from compliance certificates fees totalled \$4,389.00.

Section 7 – Provincial and Federal Agreements – Infrastructure and Water Services

The authority to approve, amend, extend, and execute service agreements, contribution agreements, and grant agreements with federal or provincial governments or any funding organization or agency designated by these governments.

The claims submitted for provincial and federal agreements totalled \$1,856,948.

Section 8 – Grants and Rebates

The authority to approve grants and rebates, and approve, amend, extend and execute appropriate agreements for the High Volume User Program, the Protective Plumbing Program, the Compassionate Grant Program, and the Lead Pipe Replacement Program.

The funds provided to residents as a result of grant and rebate applications totalled \$142,010.

Section 14 – Third Party Infrastructure Agreements

The authority to enter into agreements with a third party to reimburse the City for infrastructure works that the City completes on behalf of the third party, to negotiate, conclude, and execute agreements with a third party to complete works that are

contemplated in a subdivision agreement, where the third party is a developer and a party to the subdivision agreement and to negotiate, conclude, and execute agreements with a third party to reimburse for work completed on behalf of the City.

The claims submitted for Third Party Infrastructure agreements in 2024 totalled \$441,442.66.

Section 15 – Federal and Provincial Agreements

The Director of Infrastructure Services, the Managers, Design and Construction Branches (Facilities and Municipal), and the Director, Asset Management Service, individually are authorized to approve, amend, extend and execute agreements with the federal or provincial government and with any crown agencies provided that such agreements are consistent with the departmental mandate and are at no cost to the City, with the exception of associated operational and administrative costs that are within approved budgets.

The claims submitted for Federal and Provincial Agreements in 2024 totalled \$518,594.26

CONCLUSION

The Infrastructure and Water Services Department will continue to report annually to the Environment and Climate Change Committee on the use of delegated authority, in accordance with Schedule “H” – Infrastructure and Water Services By-law 2022-77, as amended by By-law 2023-67.

Any inquiries related to the use of delegated authority for Infrastructure Services should be directed to Lisa Petch, Manager, Business and Technical Support Services, Infrastructure and Water Services.

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SUPPORTING DOCUMENTATION

[2024 Delegated Authority – Document 1](#)