

**Subject: Municipal Responsibility Agreement (MRA) for 1491 Manotick Station
Road**

File Number: ACS2026-IWS-AM-0001

**Report to Agriculture and Rural Affairs Committee on 2 April 2026
and Environment and Climate Change Committee on 21 April 2026
and Council 22 April 2026**

Submitted on March 23, 2026 by Susan Johns, Director, Asset Management

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Ward: Osgoode (20)

**Objet : Accord de responsabilité municipale (ARM) visant le 1491, chemin
Manotick Station**

Numéro de dossier : ACS2026-IWS-AM-0001

Rapport présenté au Comité de l'agriculture et des affaires rurales

Rapport soumis le 2 avril 2026

et au Comité de l'environnement du changement climatique le 21 avril 2026

et au Conseil le 22 avril 2026

Soumis le 2026-03-23 par Susan Johns, directrice, Gestion des actifs

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Quartier : Osgoode (20)

REPORT RECOMMENDATION(S)

That the Agricultural and Rural Affairs Committee and the Environment and Climate Change Committee recommend Council:

- 1. Authorize the City to enter into a Municipal Responsibility Agreement for 1491 Manotick Station Road.**
- 2. Delegate authority to the General Manager of Infrastructure and Water Services Department, in consultation with the City's Finance and Legal Services, to execute Municipal Responsibility Agreements outside of the Development Review process, including the establishment of any required financial assurances in accordance with provincial requirements.**

RECOMMANDATIONS DU RAPPORT

Que le Comité de l'agriculture et des affaires rurales et le Comité de l'environnement et du changement climatique recommandent ce qui suit au Conseil :

- 1. Autoriser la Ville à conclure un accord de responsabilité municipale visant le 1491, chemin Manotick Station.**
- 2. Déléguer à la directrice générale des Services d'infrastructure et d'eau, en consultation avec les Services des finances et des Services juridiques, le pouvoir de conclure des accords de responsabilité municipale en dehors du processus d'examen des projets d'aménagement, y compris la mise en place de toute garantie financière requise conformément aux exigences provinciales.**

BACKGROUND

[Municipal Responsibility Agreements for communal water and wastewater systems](#) are required by the Ministry of Environment, Conservations and Parks for privately owned communal water and wastewater systems. A Municipal Responsibility Agreement is a legal agreement between a municipality and developer or property owner that sets out responsibilities for the construction, operation, and maintenance of these systems, and outlines the actions a municipality must take should the owner fail to meet these obligations. These agreements help ensure proper management practices are followed and that funds are secured in advance to address any systems failures, thereby protecting public health and the environment.

The Ministry of Environment, Conservation and Parks requires Municipal Responsibility Agreements to ensure accountability if a system owner does not operate the communal system in accordance with provincial requirements. Under the [Safe Drinking Water Act](#) and the [Ontario Water Resources Act](#), the Ministry may direct the City to assume

operation, maintenance, or ownership of a communal system in the event of default.

The facility at 1491 Manotick Station Road, formerly known as the Orchard View Living Centre, was constructed in the 1990s and is serviced by a private well and a private communal wastewater system. Following operational issues with the previous septic system, a full system replacement was completed, and the upgraded system began operation in August 2020. The replacement system required an Environmental Compliance Approval, that was issued by the Province on November 12, 2019. As a condition of this approval, the owner is required to enter into a Municipal Responsibility Agreement with the City of Ottawa.

There is no record of any historic Municipal Responsibility Agreement for this property. To meet the Ministry of Environment, Conservation and Parks regulatory requirements, execution of a Municipal Responsibility Agreement is now required.

DISCUSSION

The purpose of this report is to seek delegated authority for staff to enter into a Municipal Responsibility Agreement with RSH OVL Facility Inc., commonly known as Orchard Walk Retirement Community, for the operation, and maintenance of the private communal wastewater system serving the facility at 1491 Manotick Station Road.

Under the current delegation of authority, staff may execute Municipal Responsibility Agreements only when they are associated with a development review application. As there is no development review process underway for this property, Council approval is required.

Entering into a Municipal Responsibility Agreement provides the City with financial protection by requiring the owner to secure funds that represent a portion of the system's capital and operating costs. These financial assurances mitigate the City's risk exposure if the municipality must assume responsibility for the communal system. Executing the Municipal Responsibility Agreement also ensures the owner meets its obligations under the facility's Environmental Compliance Approval.

If the owner defaults, the Ministry of Environment, Conservation and Parks may require the City to operate and maintain this system. Establishing a Municipal Responsibility Agreement therefore provides necessary fiscal safeguards and ensures continued assurance to residents that reasonable levels of wastewater services will be maintained if the owner becomes unable to operate or replace the systems.

Delegated authority for future Municipal Responsibility Agreements

This report also seeks Council approval to grant delegated authority to the General Manager of Infrastructure and Water Services, in consultation with Finance and Legal Services, to execute future Municipal Responsibility Agreements outside of the

development review process. This delegated authority would include establishing any required financial assurances in accordance with provincial requirements.

Providing this delegation will streamline the process for administering Municipal Responsibility Agreements and ensure the City can respond efficiently in situations where an agreement is required to manage risk, comply with provincial approvals, or ensure continued service reliability for residents, without relying on a development application to trigger staff authority.

Next steps

Subject to Council's approval of this report, Legal Services, in consultation with the General Manager of Infrastructure and Water and Finance, will prepare and execute the Municipal Responsibility Agreement in accordance with the requirements set out in the facility's Environmental Compliance Approval.

Once the agreement has been executed, City staff will issue formal written notice to the property owner confirming execution of the Municipal Responsibility Agreement outlining any associated obligations, including the provision and maintenance of required assurances.

FINANCIAL IMPLICATIONS

The approval of the report will allow the City to enter into a Municipal Responsibility Agreement which will address the financial assurances.

LEGAL IMPLICATIONS

There are no legal impediments associated with Committee and Council's approval of the recommendations of this report.

COMMENTS BY THE WARD COUNCILLOR(S)

The Ward Councillor has been informed of this report.

CONSULTATION

Staff have consulted with the Ward Councillor and interdepartmentally across the organization where required.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with the report recommendations.

ASSET MANAGEMENT IMPLICATIONS

If a private owner/operator defaults, the City may be required to assume responsibility for the infrastructure including the on-going operation, maintenance and repair, creating long-term financial liabilities. Municipal Responsibility Agreements mitigate this risk by securing financial assurances to offset potential costs. Any assets transferred to the City must meet municipal standards and be integrated into the corporate asset management system. This ensures compliance with lifecycle planning and Ontario Regulation 588/17.

ECONOMIC IMPLICATIONS

There are no economic implications associated with the recommendations of this report.

RISK MANAGEMENT IMPLICATIONS

Municipal Responsibility Agreements serve as a proactive financial risk mitigation tool by clearly defining responsibilities for operation and maintenance, and by securing upfront funds to cover potential remedial measures in the event of default.

The Agreement will include financial assurances representing a proportion of the project's capital and operating costs, providing risk protection should a private owner/operator default and the City be required to assume responsibility for the system.

RURAL IMPLICATIONS

There are no rural implications resulting from the recommendations of the report.

TERM OF COUNCIL PRIORITIES

Entering into a Municipal Responsibility Agreement supports the Term of Council Priority "A city that has affordable housing and is more livable for all" by enabling higher-density development in areas lacking centralized services, enhancing environmental protection compared to individual private sewage systems, and advancing Council's housing goals.

SUPPORTING DOCUMENTATION

Document 1 – [Environmental Compliance Approval for 1491 Manotick Station Road](#)

DISPOSITION

Subject to Council's approval of this report, Legal Services, in consultation with the General Manager of Infrastructure and Water Services and Finance, will prepare and

execute the Municipal Responsibility Agreement in accordance with the requirements of the Environmental Compliance Approval. Once finalized, City staff will provide formal notice to the property owner.