



**TOWN OF MINTO**  
**MEETING DATE:** February 6, 2024  
**REPORT TO:** Mayor and Council  
**SERVICE AREA:** Public Works / Finance  
**SUBJECT:** PW 2024-003 - Municipal Drain Maintenance Assessments

**RECOMMENDATIONS:**

THAT Council of the Town of Minto receives report PW 2024-003 regarding Municipal Drain Maintenance Assessments and considers passing the related Assessment By-law in open session.

**BACKGROUND:**

The Drainage Act, R.S.O. is one of the oldest pieces of legislation in Ontario with its roots under Common Law. The process to establish a Municipal Drain and assess its costs is established under this Act. Once a Drain has been created, its ongoing maintenance is covered under Section 74. This legislation allows the cost of authorized maintenance and repair works to be assessed against all upstream lands and roads in the watershed of the Drain.

**COMMENTS:**

Drainage Manager McIsaac has worked with the Town’s Drainage Engineer, Dietrich Engineering Ltd., to recommend drainage improvements on the many Drains included in the Schedules of Assessment of Maintenance. The works were carried out by qualified contractors and the final costs and assessments were calculated. The final calculations are:

Drain	By-Law(s)	Repair Amount	Assessment less Allowances
6	938 7-74 10-84	\$53,820.33	\$37,824.23
13	7-81	\$38,480.73	\$26,763.92
54	1084	\$13,051.49	\$9,435.99

**FINANCIAL CONSIDERATION:**

The Town of Minto has paid all amounts due to contractors and engineers. The Town is also responsible for all costs assessed against municipally owned lands under these drainage assessments. Drainage assessments which are not paid upon receipt of a valid invoice may be collected in the same manner as property taxes.

**STRATEGIC PLAN:**

Manage Town finances in a transparent and fiscally responsible manner using a wide variety of accepted methods such as maintaining healthy reserves, investing conservatively, sensible user fees, property tax control, and responsible borrowing.

**PREPARED BY:** Mike McIsaac, Roads and Drainage Manager  
Gordon Duff, Treasurer

**RECOMMENDED BY:** Chris Harrow, Interim Chief Administrative Officer

Attachments:

Drain map & Schedules of Assessment

## Municipal Drain 6, 13 & 54

