

Tavistock Flood Prevention Working Group

Agenda

Tuesday, September 19, 2006
7:00 p.m. Tavistock & District Recreation Centre

1. Call to order
2. Approval of the Agenda for this meeting
3. Confirm Meeting Notes from last meeting
4. Review status of Action Items from last meeting
 - a. Public Meeting Held
 - b. Report on Public Meeting Submitted to Council
 - c. RJ Burnside engaged for Project Management, Master Drainage Plan and site specific investigations
 - d. Interest Free Loan Program developed
 - e. Discussions held with local insurance companies
 - f. Work continues on Bender Subdivision Drain
5. Update from R.J. Burnside
6. Other Business:
 - a. Volunteer Weather Tracking Program – recommendation to Council to initiate a program – basics of program
 - i. Call for volunteers, provide format in which data needs to be collected, submit data to Township monthly, Township staff will input data, maintain records and produce reports
 - b. Interest Free Loan Program Information (By-law to be passed by Council on Wednesday, September 20th)
 - c.
 - d.
7. Next meeting date October 17, 2006
8. Adjourn

Tavistock Flood Prevention Working Group

Meeting Notes

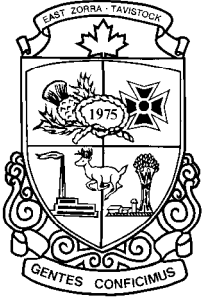
Tuesday, June 20, 2006
7:00 p.m. Tavistock & District Recreation Centre

1. Called to order at 7:00 p.m. by Mayor Don McKay.
2. Present:
From Council: Don McKay, Dave Oliphant, Betty Yeoman, Maureen Ralph, Don MacDonald
From the County: Shahab Shafai
From Township Staff: Dennis O'Neil, Jim Harmer, Jeff Carswell
From RJ Burnside: Paul McIntyre
Also Present: Approximately 25 residents
3. The agenda was approved.
4. The meeting notes from the last meeting were approved.
5. Mayor McKay reviewed events that have led up to this meeting and formation of the working group. This included the 2005 Flooding, work on the Bender Subdivision Drainage Petition, the disconnect program, the May 31st storm, the Update Flyer that went out June 7th and other matters related to drainage in Tavistock.
6. The group listened to concerns brought forward by the public. These included:
 - Cleanout of the Shakespeare Drain – Jim Harmer advised it was cleaned and observed during the May 31 storm
 - Concerns about the Sewage system pumps – Shahab Shafai responded to questions on the sanitary sewer system
 - Shakespeare Sanitary Sewage – it shouldn't be coming to Tavistock with all the problems
 - Paul MacIntyre informed residents of the specific investigations the County has retained RJ Burnside to complete. These include downspout survey, hydraulic grade line determination and pump efficiency review.
 - The group questioned whether the disconnects being promoted worked. Paul MacIntyre advised he contacted people that completed the disconnects and 11 or the 12 worked. The one that ended up with water appears to be for reasons unrelated to the disconnect.
 - Some residents suggested all development in the village be halted
 - There was the suggestion that the advice program be mandatory rather than as requested

- There were suggestions that more should be done to communicate with residents. Possibly more direct mailings and contact to advise of meetings.

7. Other Business:

- a. The committee considered a Public Meeting. A tentative date of July 25th was proposed and will be recommended to Council.
8. The meeting adjourned at 8:36 p.m.



Township of East Zorra-Tavistock

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Tavistock Strom Sewer Disconnect Loan Program Application

Name(s):
Property Address:
Mailing Address:
City/Province/Postal Code:
Phone # Home:
Work:
Email:

Loan Amount Applied for: _____ (maximum \$2,500.00)

Payment of funds to homeowner:
(invoices marked paid, up to the
maximum loan amount must be
attached)

Payment of funds to contractor(s) directly:
(invoices showing amount
to pay to each contractor up to
the maximum loan amount must
be attached)

I/We*, _____, registered owners of the property, hereby apply for the above noted Loan from the Township of East Zorra-Tavistock to assist with the cost of disconnecting from the Municipal Storm Sewer System. I have read the Tavistock Sewer Disconnect Loan Program Application information attached as Appendix "A" and understand the program. I further authorize the Township to add the loan amount to my tax account, plus costs for registration of the Lien.
I understand the loan will be added to my tax instalment amounts in equal payments over 5 years.

Signature(s): _____

Date(s): _____

**All registered owners of the property must sign the application.*

Office Use Only:

Reviewed and approved by Township: _____
(name/date)

Forward to Accounts Payable for processing.

Date loan paid out : _____

File: Copy with accounts payable
Copy to Beatty, Stock & Lemon for registration
Copy to Tax Collector
Copy to Applicant
Original to Property File

Appendix “A”

Tavistock Storm Sewer Disconnect Loan Program

The Township of East Zorra-Tavistock is offering the following program to assist individuals that wish to disconnect from the storm sewer system in Tavistock.

- Interest free loan
- Loan amount is actual amount for storm sewer disconnection costs to a maximum amount of \$2,500 plus applicable lien registration fees
- Repayable over a maximum of 5 years
- Outstanding loan amount can be paid in full at any time.
- Lump sum payments will be accepted outside of regular payments with taxes
- Repayment amounts will be included in property taxes (4 instalments or 10 if on PAP10 Monthly Plan)
- Tax instalments (including the loan amount) that go into arrears will be subject to penalty on the first day of default and interest on a monthly basis thereafter. Loan payment amounts in arrears are treated as taxes for penalty, interest and arrears status.
- Program ceases and payment in full is required on sale of property
- Lien is registered against the property for the loan amount and registration fees (registration fee is added to loan amount, property owner would be responsible to de-register the lien)
- Program applicants must complete an application requesting participation in the program and authorizing the Township to include payments in their taxes
- The Township will pay the loan to:
 - The applicant upon presentation of original invoices and proof the invoices have been paid (invoice stamped paid, cancelled cheque, etc.)
 - Payment amount will be the total of the invoices submitted or \$2,500, whichever is less
 - OR--
 - Directly to the contractor(s) as specified by the applicant
 - If there is more than one contractor, applicant must indicate the amount paid to each contractor
 - Payment amount will be the total of the invoices submitted or \$2,500, whichever is less

- Payment of the loan amount will be made:
 - For complete applications submitted before 4:30 p.m. on Wednesday, payment will be made on Friday by 4:30 p.m.
 - For complete applications submitted after 4:30 p.m. on Wednesday, payment will be made on the following Friday by 4:30 p.m.
- The program will apply to future disconnections or disconnections that have already taken place, if the above conditions for invoices and proof of payment can be met.

Loan Example:

Loan amount = \$2,500

Lien Registration = \$200

Total amount to be repaid = \$2,700

The following amounts will be added to the tax bill for the next five years:

$\$2,700/20 = \135 / tax instalment (4 instalments / year)

$\$2,700/50 = \54 / instalment (10 payments/year – PAP10)

Loan Example with instalment going into arrears:

Loan amount = \$2,500

Lien Registration = \$200

Total amount to be repaid = \$2,700

The following amounts will be added to the tax bill for the next five years:

$\$2,700/20 = \135 / tax instalment (4 instalments / year)

Regular tax instalment = \$700

Plus Loan of \$135 = \$835 total instalment

Instalment is not paid

*Penalty on first day of default is $\$835 * .0125 = \10.44 plus \$10.44/month until paid.*

Applicant(s) Initials: _____