WEST MONTROSE BRIDGE REHABILITATION

Township of Woolwich

Public Consultation Centre #1
Information Package

What: The Regional Municipality of Waterloo is undertaking a Schedule "A+" Municipal Class Environmental Assessment (Class EA) for rehabilitation of the West Montrose Bridge.

Where: Covered Bridge Road in the Township of Woolwich.

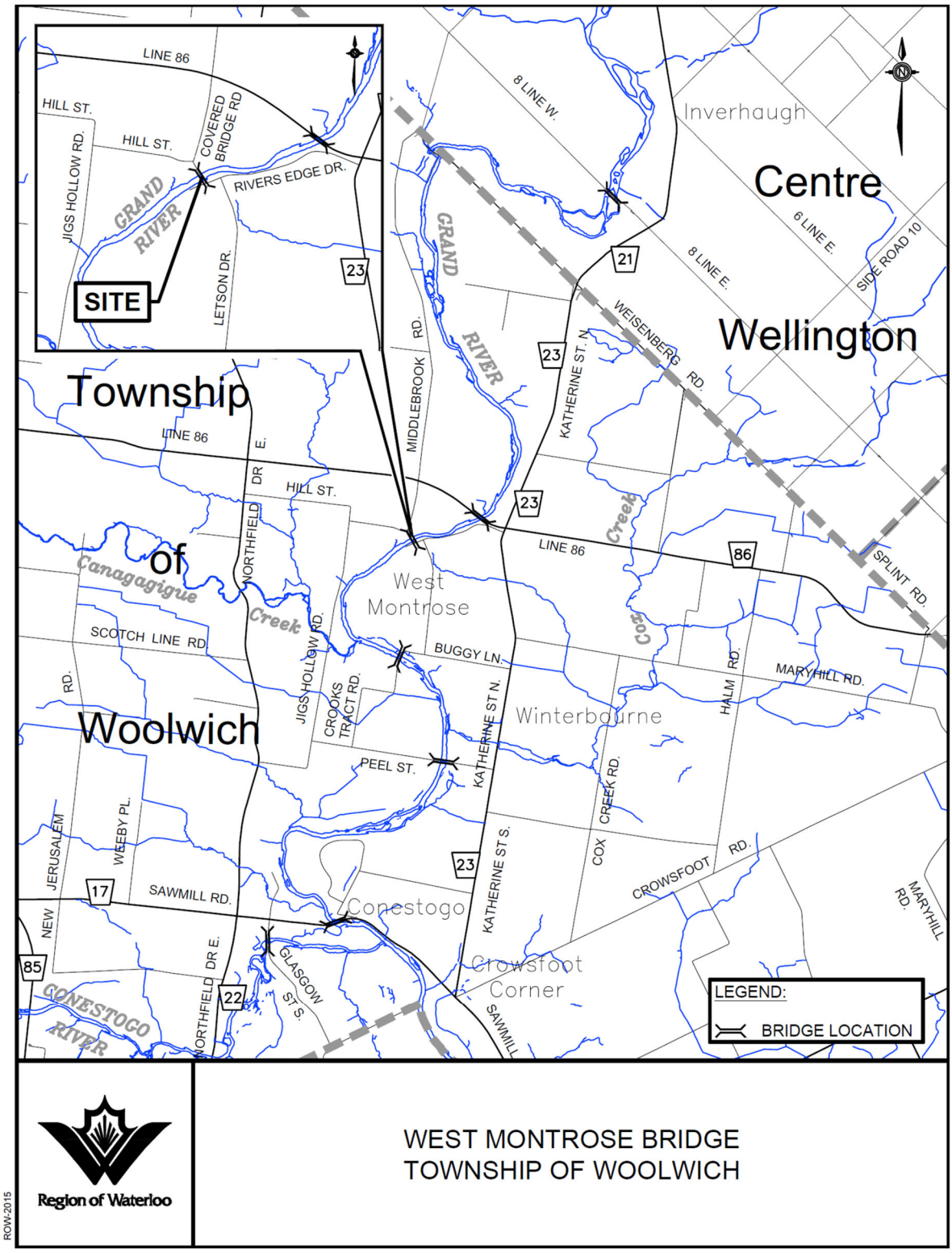
Why: To conduct a comprehensive structural rehabilitation of the West Montrose Bridge.

When: 2022 Construction (tentative).

Who: Region of Waterloo Project Manager
J.P. Stephenson
519-575-4096
jstephenson@regionofwaterloo.ca

There is a survey at the back of this package. Please feel free to complete the survey – manually or electronically – and share your comments with us.

KEY PLAN


LINE 86
HILL ST.
HILL ST.
COVERED BRIDGE RD
JIGS HOLLOW RD.
GRAND RIVER
RIVERS EDGE DR.
SITE
LETSON DR.
23
8 LINE W.
Inverhaugh
Centre
6 LINE E.
8 LINE E.
SIDE ROAD 10
21
WEISENBERG RD.
Wellington
KATHERINE ST. N.
MIDDLEBROOK RD.
GRAND RIVER
Township
LINE 86
HILL ST.
NORTHFIELD DR E.
of
Canagagigue Creek
West Montrose
Cox Creek
LINE 86
86
SPLINT RD.
SCOTCH LINE RD
BUGGY LN.
JIGS HOLLOW RD.
CROOKS TRACT RD.
Woolwich
Winterbourne
MARYHILL RD.
HALM RD.
PEEL ST.
KATHERINE ST N.
COX CREEK RD.
JERUSALEM
WEEBY PL.
17
SAWMILL RD.
Conestogo
KATHERINE ST S.
CROWSFOOT RD.
NEW
85
CONESTOGO RIVER
NORTHFIELD DR E.
22
GLASGOW ST S.
Crowsfoot Corner
SAWMILL
MARYHILL RD.
LEGEND:
BRIDGE LOCATION
Region of Waterloo
ROW-2015
WEST MONTROSE BRIDGE
TOWNSHIP OF WOOLWICH

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1. What is the history of the West Montrose Bridge? Why is the Region considering this project now?

A brief chronology of the West Montrose Bridge is presented in **Appendix A**.

Pictures of the bridge with labels of the various components can be found in **Appendix B**

The West Montrose Bridge requires a complete structural rehabilitation in order to ensure that the structure will continue to serve the public through the current century.

Between 2012 and 2018, the Region undertook a number of field studies and analyses to determine the long-term structural behaviour of the hybrid dual truss system (consisting of the original 1881 wood truss and the supplemental 1944 steel Bailey truss). The principal ultimate findings were as follows:

- The dead load (i.e. weight of the bridge itself) and live loads (i.e. weight of vehicles, pedestrians, snow, etc.), are being carried by both the original wooden truss and the steel Bailey trusses.
- As the original wood trusses age, they are “shedding” (transferring) load to the Bailey trusses.
- The Bailey trusses do not have sufficient capacity to carry the entire load of the bridge. Accordingly, if sufficient load is shed by the wooden trusses onto the Bailey trusses, the Bailey trusses could become overloaded leading to the collapse and loss of the bridge.
- The Bailey trusses (manufactured in 1944) are now 76 years old and cannot be readily retrofitted to achieve a strength sufficient to carry the entire load of the bridge.
- The life of the bridge and the safety of the bridge cannot be addressed through restriction of the bridge to pedestrian-only traffic. For example, a tour group of 40 adults on foot imposes a weight approximately equal to two passenger vehicles plus occupants.
- For the best assurance of safety of the structure and its users, the bridge should undergo a major rehabilitation intended to provide a single robust load bearing system capable of supporting all dead and live loads imposed on the bridge.

2. Who is directing this project?

The planning and design for this project is being directed by staff from the Region of Waterloo and Township of Woolwich, along with Township of Woolwich Mayor Sandy Shantz and Township of Woolwich (Ward 3) Councillors Larry Shantz and Murray Martin. The consulting engineering firm Doug Dixon and Associates (“DDA”) has been retained by the Region of Waterloo to provide preliminary and final design services for this project, contract administration and inspection services through the construction phase.

3. How is this project being planned?

This project is being planned in accordance with the requirements of the Municipal Class Environmental Assessment (Class EA) process. The Municipal Class EA process is a planning and decision-making process approved under the Environmental Assessment Act that is used by municipalities to plan public infrastructure projects in order that potential environmental impacts are considered before a project is approved. It requires consultation with the public, involved stakeholders, and agencies in consideration of alternatives and their potential impacts on the project environment.

This project is being planned as a Schedule “A+” Class EA project which applies to projects that are classified as pre-approved under the Environmental Assessment Act, with the added requirement of public notification prior to implementation.

This Public Consultation Centre is being held for members of the public to become aware of the project and to provide input into the project to help refine the detailed design.

4. What is the purpose of this Public Consultation Centre?

The purpose of this Public Consultation Centre is to have interested groups and individuals learn about, and provide input on:

a) The needs for major rehabilitation of the bridge;

b) The project environment (natural, social, cultural/heritage, and economic);

c) The alternative solutions for improvements being considered by the Project Team;

d) How the alternative solutions for improvements will be evaluated and how a preferred alternative will be identified; and

e) Future public input opportunities planned.

Region and project consultant staff are available to engage in “virtual dialogue”, to gather your comments and input and to answer any questions you may have.

Information is available and comments may be submitted by using Engage Waterloo Region (https://www.engagewr.ca/west-montrose), mail, e-mail, telephone, and or facsimile, as shown on the cover page. Due to ongoing COVID-19 restrictions on public gatherings, there will be no physical Public Consultation Centre for this public consultation.

We would also encourage you to fill in the Survey on the Engage Waterloo Region page to help us gather feedback.

All comments received will be considered along with other information received over the course of the project to assist the Project Team in completing the planning and design for this project.

5. What rehabilitation actions are planned for this project?

The rehabilitation actions planned for this project include the following:

- Removal of the existing steel 1944 Bailey trusses and replacement with robust steel girders, designed and built specifically for the purpose of carrying the loads of the West Montrose Bridge. These girders will be concealed by wood cladding in the same manner that the existing Bailey trusses are concealed by wood cladding. Accordingly, the new steel girders will not be visible while travelling through the bridge,.
- Replacement of the deck system, including the longitudinal stringers and transverse nail laminated wood deck.
- Repair and/or replacement of the roof system.
- Repair and/or replacement of the external red timber cladding.
- Removal of the redundant under-deck steel cross-bracing.
- Removal of the non-functioning longitudinal tension-rod system installed by MTO in the 1950's.
- Upgraded lighting.
- Security cameras.
- Measures to prevent entry by unauthorized oversize/overweight vehicles.
- Implementation of a fire suppression system (may be implemented in a follow-up contract).
- Placement of a boulder "protection collar" around the base of the pier in order to guard against harmful scour effects associated with heavy river flows during flood events.

Please refer to **Appendix B** for figures showing the planned rehabilitation measures.

6. What options are being considered regarding the planned rehabilitation actions?

Most of the rehabilitation activities described in Section 5 are "fixed" in nature; however, there are two deck replacement options currently under consideration:

> **Option 1 – Timber Deck System with Asphalt Topping.** This option is essentially the same as the existing timber deck system using timber stringers supporting a nail laminated timber deck and tar-and-chip topping. This system would look the same as the existing system from inside the bridge and from under the bridge. The expected life of the timber deck system would be approximately 25 years.

Option 2 – Steel Deck System with Asphalt Topping. This option uses square steel stringers supporting a steel plate deck and asphalt topping. This system would look the same as the existing system from inside the bridge, but it would look somewhat different from under the bridge. The difference would be mitigated by using unpainted "weathering steel" that develops a natural brown patina. The expected life of the steel deck system would be approximately 50 years.

Please refer to **Appendix C** for figures showing the two deck system options.

7. Is any public property required for this project?

The work will require a staging area to allow for storage of materials and equipment, assembly of components, and a site trailer. The Project Team is proposing that the empty lot at the corner of Covered Bridge Drive and Hill Street, and also Letson Park be used for this purpose. Access to mailboxes at the corner of Covered Bridge Drive and Hill Street will be maintained. The park will be restored to original or better condition upon completion of the project. Please refer to **Appendix D** for a plan view showing these proposed staging areas.

8. Is any private property required for this project?

The work will require access to the river near the bridge. The Region will seek to arrange for temporary access with adjacent property owners or seek to acquire necessary lands or easements as required. Please refer to **Appendix D** for a plan view showing the proposed access location.

9. How is the natural environment being considered?

The Region, through DDA, has retained the services of Ecotec Environmental to:

- Identify existing environmental conditions, constraints, and deficiencies.
- Develop environmental protection strategies, design elements, mitigation / enhancement / compensation measures, and construction / maintenance constraints.
- Produce a Natural Resource Assessment Report.
- Incorporate of required environmental elements into contract documents.
- Liaise with environmental review agencies (including Region of Waterloo, Grand River Conservation Authority (GRCA), Ministry of Natural Resources and Forestry (MNRF), Ministry of Environment Conservation and Parks (MECP), and Department of Fisheries

and Oceans (DFO) in order to ensure that adequate input in the environmental assessment/review process from these agencies.

- Review the recommended design for adherence to federal, provincial, municipal and other relevant agency policies, legislation and guidelines.
- Answer letters, comments and inquiries of an environmental nature received from the public and government and non-government agencies.
- Communicate with the Region of Waterloo staff in order to provide an update as to project progress, highlight any unforeseen project sensitivities/obstacles, and submit copies of all pertinent documentation, correspondence, and notices.

Field survey work will include the following:

- Aquatic habitat sensitivities (including local fisheries, unionids, and herpetofauna) and existing conditions;
- Migratory and breeding bird habitat, as well as other resident wildlife;
- Existing vegetation communities and sensitive species;
- Watercourse morphology and general water quality parameters (including dissolved oxygen, temperature, pH, water colour, and electrical conductivity);
- Aquatic habitat mapping including key habitat and physical features, watercourse substrate types, bank stability and soil types, riparian/aquatic vegetation, and critical habitat areas (e.g. potential spawning areas, deepwater holding habitat, unionid preferred habitat);
- Downstream habitat areas which could be affected by sedimentation or storm water transport; and
- Potential habitat enhancement opportunities.

An initial review of background information indicates that the following Species at Risk (SAR) may *potentially* inhabit the study area: Rainbow Mussel, Wavy-rayed Lampmussel, Silver Shiner, Greater Redhorse, Snapping Turtle, Midland Painted Turtle, Northern Map Turtle, Blanding's Turtle, Barn Swallow, and Bank Swallow.

10. How is the Cultural / Heritage environment being considered?

Heritage Protection

One of the Region's most iconic symbols, the West Montrose Covered Bridge, was designated by the Township of Woolwich in 2007 (By-Law Number 60-2007) under Part IV of the Ontario Heritage Act. Of all the covered bridges built in Ontario in the 1800s, the West Montrose Bridge

is the sole survivor and is the second oldest surviving bridge in the Region of Waterloo. The Bridge's rarity was recognized by the Ontario Archaeological and Historic Sites Board in 1960.

The West Montrose Covered Bridge is also located in, and integral to, the West Montrose Cultural Heritage Landscape, as designated in the Woolwich Official Plan (OPA 18). Views to and from the Bridge are Character Defining Attributes of the Cultural Heritage Landscape Designation and the reconstruction and rehabilitation work will preserve these views.

Heritage Considerations

The Region of Waterloo must apply to the Township of Woolwich for approval of any changes to the bridge that will impact heritage attributes identified in the Ontario Heritage Act Designation By-law. A Heritage Impact Assessment (described below) will be undertaken to recommend mitigation measures for any identified negative impacts, as a result of the project. While some negative impacts cannot be avoided, it is the sole purpose of this project is to preserve the heritage bridge in perpetuity.

After four years of structural monitoring it was recently determined that a steel Bailey truss, that was added internally to the Bridge in a 1959 rehabilitation project, was not supporting the Bridge as intended and needed to be removed as part of this project. The Bailey truss is specifically identified in the Heritage Designating By-law for the Bridge, as such, this By-law will need to be amended. It is anticipated that the amendment to the Designation By-law can occur either nearing the completion or after the rehabilitation and reconstruction work.

Background Studies in Support of the Rehabilitation and Reconstruction Project:

- Preservation Plan (April 2014)
- Heritage Impact Assessment (forthcoming 2021)
- Conservation Plan (forthcoming 2021)
- Archaeological Assessment (forthcoming 2021)

The rehabilitation and reconstruction project has been planned with retaining cultural heritage value as its central consideration. A Heritage Impact Assessment (HIA) will be prepared to assess potential impacts of the project. Once completed, the HIA will be reviewed by the Region's and Township of Woolwich Heritage Planning Committees. A Conservation Plan that will build on 2014 Preservation Plan for the Bridge and the recommendations of the HIA will also be developed. The Conservation plan will outline measures that may need to be undertaken during reconstruction, as well conservation measures for short, medium and long term, post reconstruction to ensure timely and appropriate maintenance and conservation efforts. An Archaeological Assessment will be undertaken for those areas where additional road improvements may be needed, or in or areas, such as temporary staging areas, that may be impacted by heavy machinery.

The information gathered through the above supporting studies will be used to make certain the rehabilitation and reconstruction project will be undertaken in the least impactful way and ensure that the West Montrose Covered Bridge will be conserved for many decades to come.

11. How is the Archaeological environment being considered?

The Region has retained Archaeological Services Inc. (ASI) to undertake a Stage 1 Archaeological Assessment.

The Stage 1 Archaeological Assessment will include the following components:

1. Background Research. ASI's existing database of known archaeological sites within the study area will be updated by reviewing pertinent provincial and federal government files (Ontario Archaeological Sites Database); and reviewing and compiling the results of a literature search (published and unpublished).

2. Archaeological Site Potential Evaluation. The archaeological site potential of the study area will be determined by reviewing the updated archaeological site location data; evaluating the property's archaeological potential; reviewing site-sensitive factors; and conducting a property inspection of the project study area. The property inspection will be undertaken in order to review the project study area (and layout) and to confirm and photo-document archaeological site potential.

3. Report Preparation. A Stage 1 Archaeological Assessment report will be prepared which will describe the results of all background research and the property inspection fieldwork conducted, and will contain all necessary photographic and cartographic documentation. The report will include results of the background research pertaining to previous archaeological investigations; geo-environmental setting and historic settlement; evaluation of archaeological site potential; and results of the property inspection. The report will provide recommendations for Stage 2 assessment, if necessary

12. What is the estimated cost of this project?

The recommended rehabilitation will cost approximately $4,000,000. Please note that this cost estimate is tentative. The final cost will depend on the exact scope of work and details incorporated into the rehabilitation.

Funding for this project is being provided by the Investigating in Canada Infrastructure Program (ICIP).

13. What is the project schedule? When will construction occur?

Construction is currently scheduled to be constructed starting in Spring 2022 and continuing until Spring 2023.

14. Will the bridge be closed to vehicles and pedestrians during construction?

Construction of the rehabilitation will require the full closure of the West Montrose Bridge to all motorized vehicles and horse-and-buggy traffic for up to one full year.

It is currently believed that the bridge can remain open to pedestrians and cyclists for most of the construction period; however, there will be critical phases where the bridge will be unavailable to pedestrians and cyclists for an estimated period of up to two weeks.

Detour routes will be established and efforts will be made to make these routes as convenient and safe as possible for all road users, including horse-and-buggy traffic, pedestrians, cyclists and motorists.

More detailed information will be made available prior to construction, through letters to adjacent property owners and tenants, sign boards and postings to the Region's web site.

15. How will I receive further notification regarding this project?

Property owners and tenants abutting the project site and members of the public registering at this Public Consultation Centre will receive all forthcoming public correspondence, and will be notified of all future meetings.

Alternatively, you may visit the Region's www.engagewr.ca page at https://www.engagewr.ca/west-montrose. Please "Subscribe" to the page to receive automatic update notices.

16. How can I provide my comments?

To assist the Project Team in addressing any comments or concerns, please fill out the attached Survey and Comment Sheet and return to the Project Team members listed below.

Alternatively, you may fill out the survey and provide your comments on the Region's Engage site https://www.engagewr.ca/west-montrose

Thank you for your involvement and should you have any questions or concerns please contact one of the following:

J.P. Stephenson, P.Eng.
Senior Engineer
Region of Waterloo
150 Frederick Street
Kitchener, ON N2G 4J3
519-575-4096
jstephenson@regionofwaterloo.ca

Doug Dixon, P.Eng.
Consultant Project Manager
Doug Dixon & Associates Inc.
2 County Court Blvd #345
Brampton, ON L6W 3W8
647-405-0523
ddixon@dougdixonassociates.com

17. How can I view project information following the PCC?

The PCC display materials, and other relevant project information, notifications of upcoming meetings, and contact information are available by visiting the Region's website at www.regionofwaterloo.ca or the Engage Waterloo Region site at https://www.engagewr.ca/west-montrose.

SURVEY

Regional Municipality of Waterloo
West Montrose Bridge Rehabilitation
Public Consultation Centre #1 – October 2021

Please feel free to select from any of the following options to complete and submit the survey.

Option 1 – On-Line Survey: You may complete the survey on-line on the Region's Engage page at www.engagewr.ca/west-montrose/

Option 2 – Email Survey: You may copy-and-paste the survey text into an email message and send it to the Region at jstephenson@regionofwaterloo.ca. Alternatively, you may print and complete a paper version of the survey and send a scan of the survey to same email address.

Option 3 – Mail-In Survey. If you received a paper copy of the survey (or if you have printed your own copy), you may complete it by hand and mail it to the Region at the following address.

J.P. Stephenson, P.Eng., Senior Engineer, Region of Waterloo
150 Frederick Street, Kitchener, ON N2G 4J3

Option 4 – Fax-In Survey. If you received a paper copy of the survey (or if you have printed your own copy), you may complete it by hand and fax it to the Region at 519-575-4430.

If you would like to receive a paper copy of the survey, please contact J.P. Stephenson at 519-575-4096 or jstephenson@regionofwaterloo.ca.

If you wish to complete the survey, we ask that you send it to the Region no later than Friday, November 5, 2021.

1. What is your relationship to the West Montrose Bridge Rehabilitation (check all that apply)?

- ☐ I live near the bridge.
- ☐ I visit the bridge to enjoy the view.
- ☐ I cross the bridge on my daily commute and/or for other purposes.
- ☐ I cross the bridge as a pedestrian.
- ☐ I cross the bridge as a cyclist.
- ☐ I cross the bridge as a horse & buggy user.
- ☐ I cross the bridge as a motorist.
- ☐ Other (please specify) _____
  _____
  _____
  _____

2. Are you in favour of the general plan for the West Montrose Bridge Rehabilitation?

- ☐ Yes.
- ☐ No.
- ☐ Not sure.
- ☐ Other (please specify) _____

3. What are your feelings about the removal of the 1944 steel Bailey trusses and replacement with new purpose-built girders that will support the weight of the bridge (check all that apply)?

- ☐ I have no issues with this. The steel Bailey trusses are hidden from view anyway. Nobody even knows the trusses are there.
- ☐ I would prefer that the historic trusses be retained, but I understand that they are well past their intended life and not capable of supporting the bridge in the long run.
- ☐ I would like to see one or more sections of the steel Bailey trusses preserved for display near the bridge.
- ☐ I would like to see one or more sections of the steel Bailey trusses preserved for display in one or more of the Township and/or Region facilities (e.g. museum).
- ☐ Not sure / No preference.
- ☐ Other (please specify) _____

4. Do you a preference regarding the deck system to be implemented?

- ☐ Timber. The view from below the bridge should be as close to the existing condition, even if it means more frequent deck replacements every 25 years or so.
- ☐ Steel. The deck system will look the same to most users within the bridge in either case, but the steel system will last longer, though it will look somewhat different from below the bridge than the current timber deck.
- ☐ Not sure / No preference.
- ☐ Other (please specify) _____

_____
_____

5. To prevent large vehicles from gaining access to the West Montrose Bridge, additional roadside features would be required. Are you in favour of this?

- ☐ Yes. I understand that this may require installation of roadside features designed to prevent access, but any change in the general setting will be minor and it will be worth it to exclude vehicles that could damage the bridge.
- ☐ No. I don't wish to see any new roadside features added to the existing setting.
- ☐ Not sure. I would need to see what the new roadside features would look like.
- ☐ Other (please specify) _____
  _____
  _____
  _____

6. What are your thoughts on maintaining the existing sag in the roof line?

- ☐ Leave it as is. The sag has developed during the life of the bridge; therefore it is part of the history of the bridge.
- ☐ Eliminate the sag. It is not an original feature of the bridge.
- ☐ Not Sure / No preference.
- ☐ Other (please specify) _____
  _____
  _____
  _____

7. The roadway within the bridge has developed a pronounced sag in each span, with a pronounced hump over the central pier. This has a negative impact on vehicle control, adds dynamic loads to the bridge and interferes with drainage. Would you support the elimination of this roadway sag?

- ☐ Yes.
- ☐ No.
- ☐ Not Sure / No preference.
- ☐ Other (please specify) _____
  _____
  _____
  _____

9. Do you have any other comments regarding this project?

Please provide your contact information.

Name:

Address:

Postal Code:

Phone:

Email:

Collection Notice:

All comments and information received from individuals, stakeholder groups, and agencies regarding these projects and meetings are being collected to assist the Region of Waterloo in making a decision. Under the “Municipal Act”, personal information (such as name, address, telephone number, and property location) which may be included in a submission becomes part of the public record. Questions regarding the collection should be forwarded to the staff member noted above.

APPENDIX A – BRIEF HISTORY OF THE WEST MONTROSE BRIDGE

1881. The original bridge constructed. The two span bridge employs wooden trusses to support weight on the bridge.

After 1900. Original wood abutments replaced with concrete abutments.

1933. The original wooden trusses are replaced.

1937 - 1998. The Ontario Department of Highways (DOH), now the Ministry of Transportation, assumes ownership of the bridge. The DOH undertakes miscellaneous work to strengthen the bridge, including the addition of steel World War II era bailey trusses, hidden from view by the use of white wood cladding.

1998. The Ministry of Transportation transfers ownership of the bridge to the Region of Waterloo.

1999 - 2014. The Region completes a number of major and minor rehabilitation projects. Long-term structural monitoring started in 2012.

2014 - 2019. The Region presents its 10-year Preservation Plan for the bridge. Improvement recommendations included: installation of fire and lightning protection ;regulatory and advisory signage improvements; approach barrier upgrades; bracing restoration; climate studies; survey sensor installation; sprinkler installation; illumination upgrades; floor beam strengthening; and overall structural strengthening. The Region begins to implement these recommendations.

2019. The Region completes the gathering of the long-term bridge monitoring data. A Structural Evaluation to the current Bridge Design Code is undertaken, using data gathered through long-term bridge monitoring.

2020. Region Council approves a structural rehabilitation plan for the bridge.

2020 - 2021. Detailed engineering design starts for the upgrades.

For a more detailed history of the bridge, please visit:

https://www.engagewr.ca/west-montrose

APPENDIX B – PLANNED REHABILITATION MEASURES

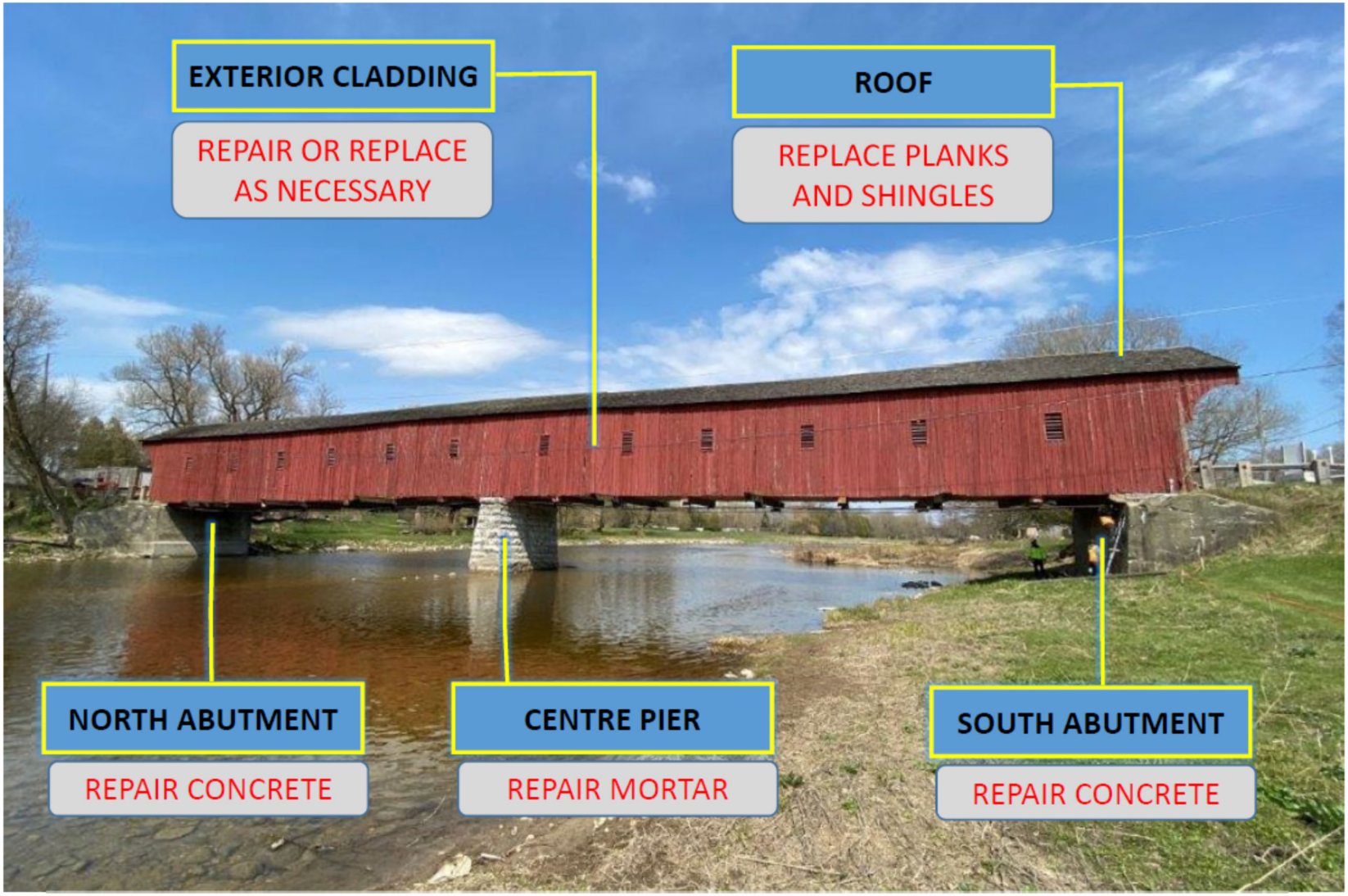


Figure B1: Elevation View – Bridge Components and Proposed Rehabilitation

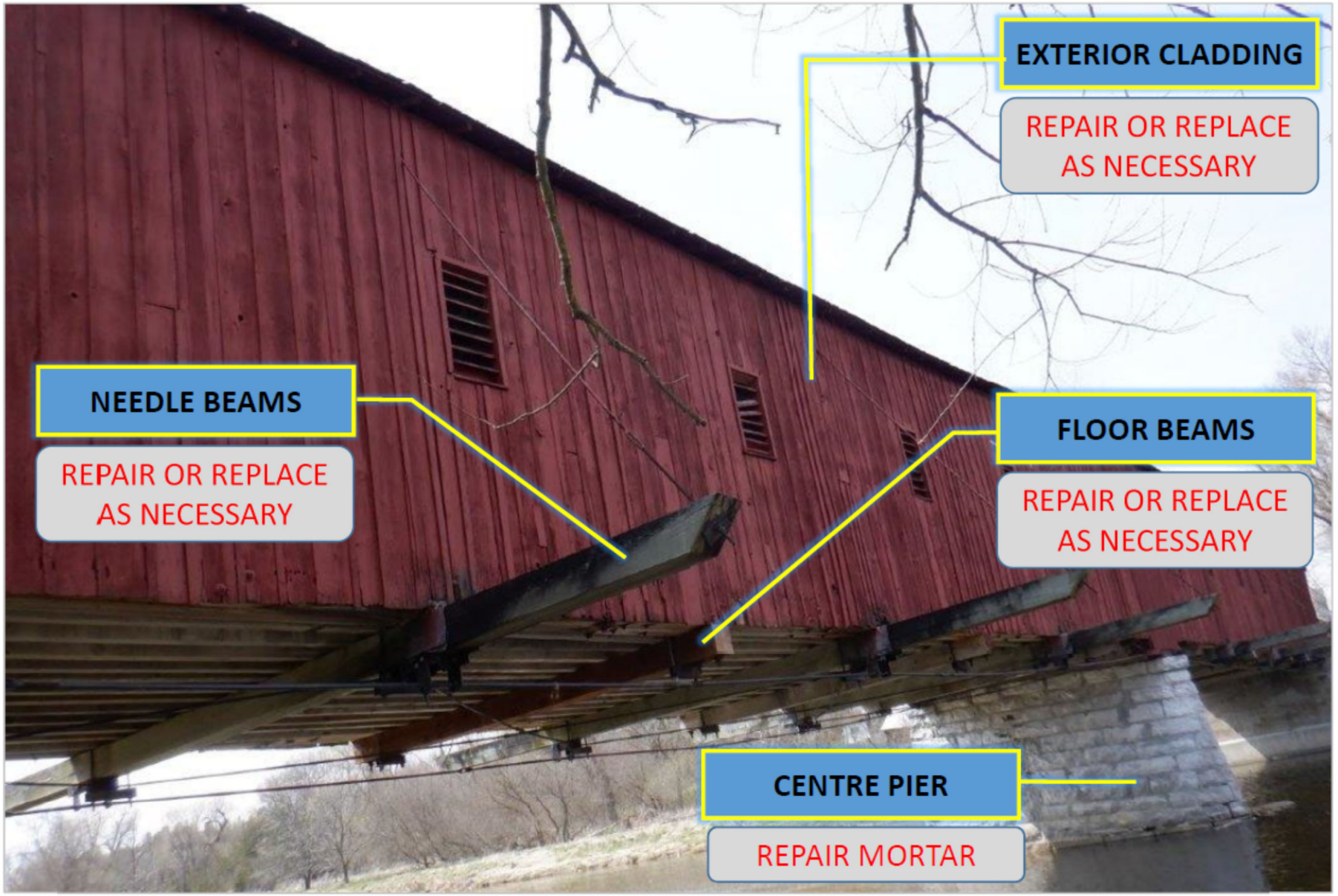


Figure B2: Exterior View – Bridge Components and Proposed Rehabilitation

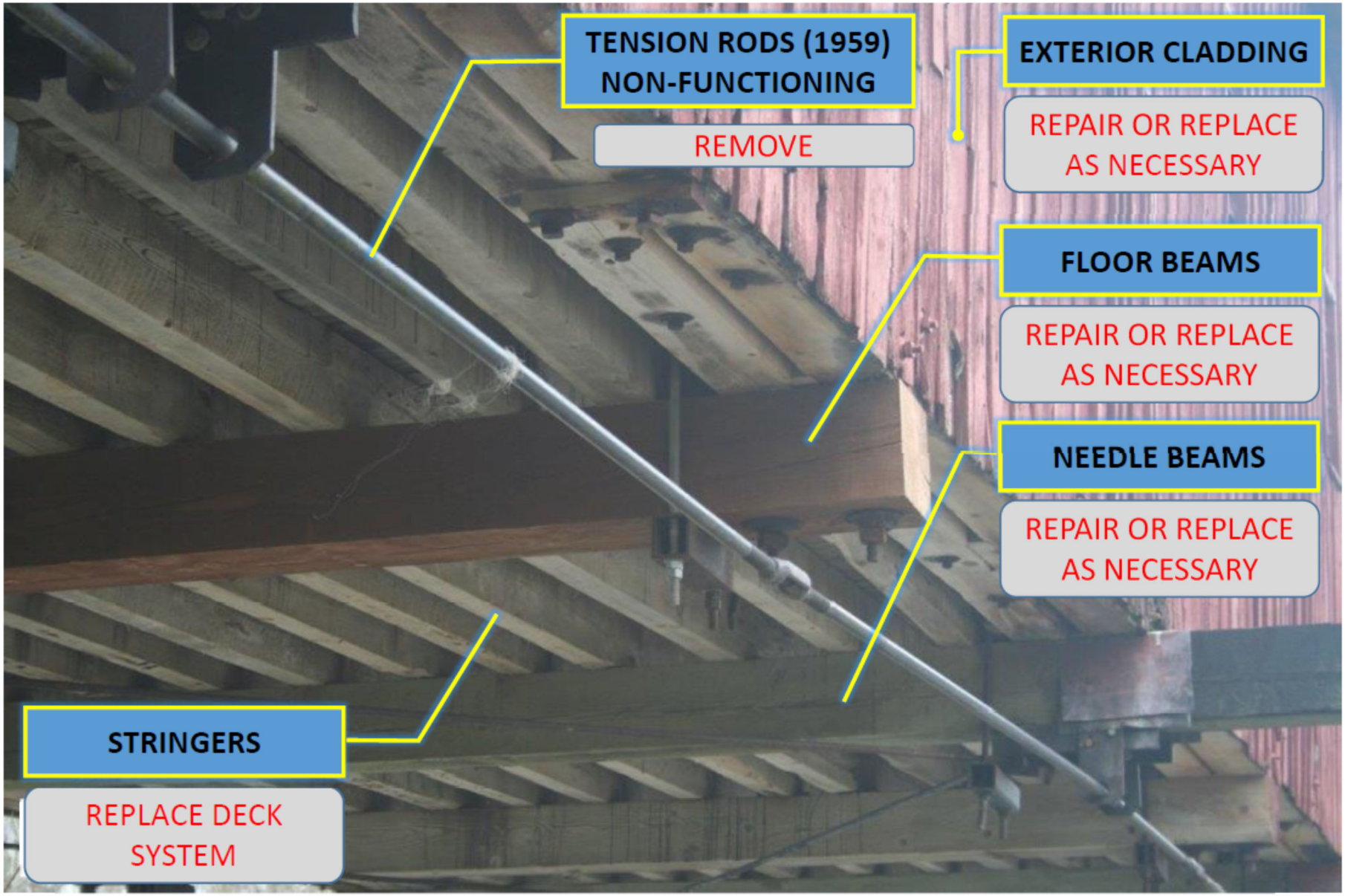


Figure B3: Exterior View – Bridge Components and Proposed Rehabilitation

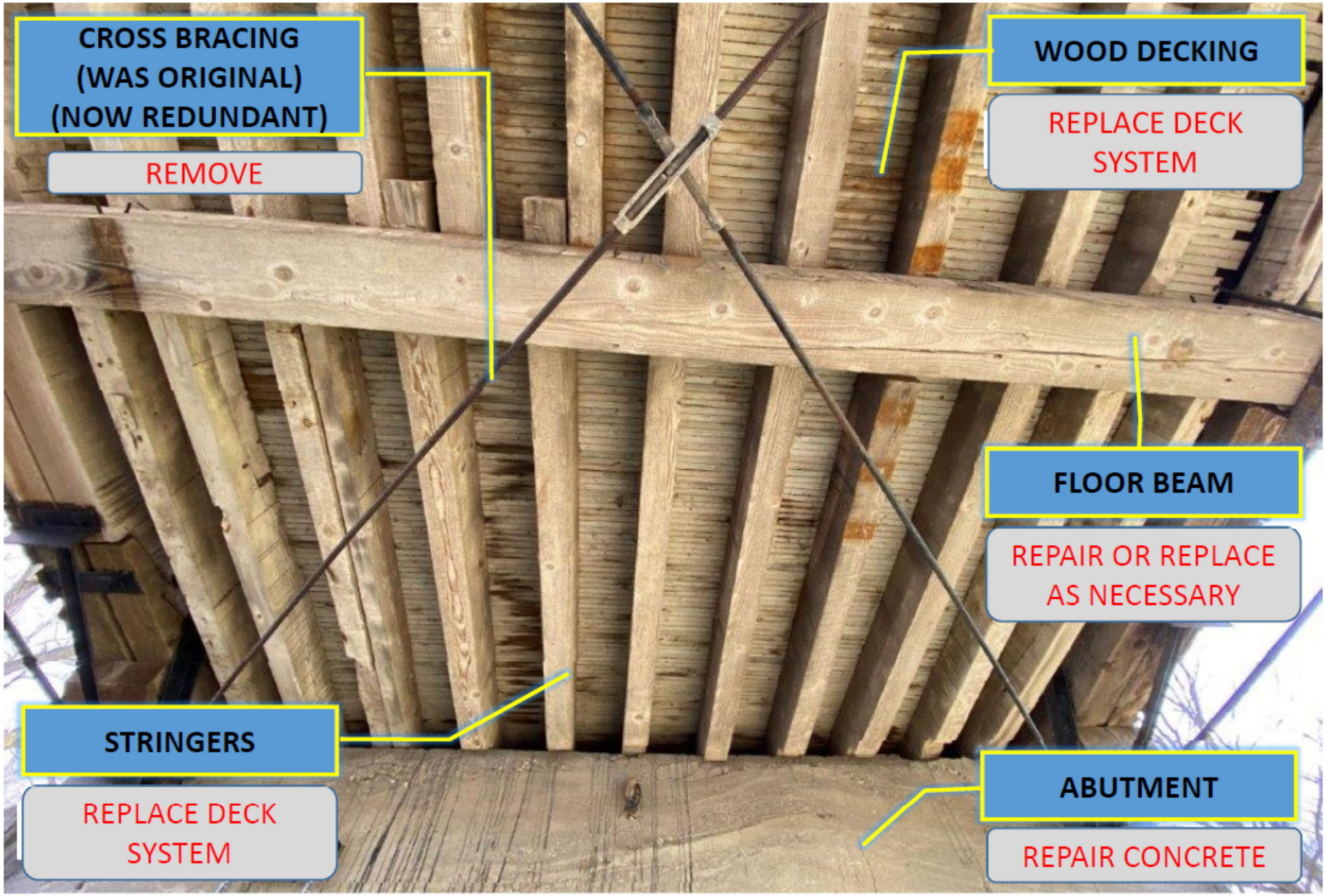


Figure B4: Underside View – Bridge Components and Proposed Rehabilitation

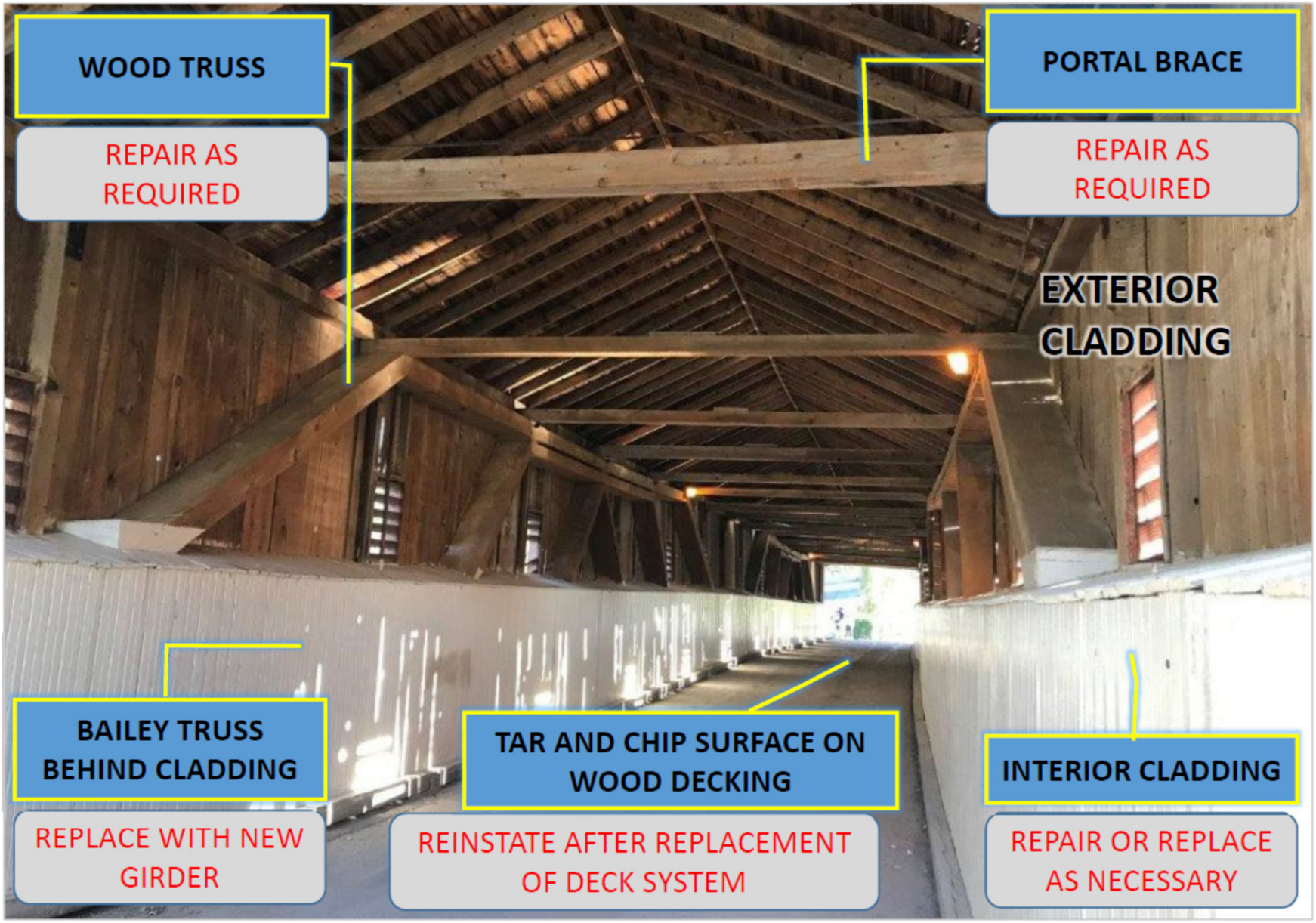


Figure B5: Interior View – Bridge Components and Proposed Rehabilitation



Figure B6: Interior View of Truss Systems

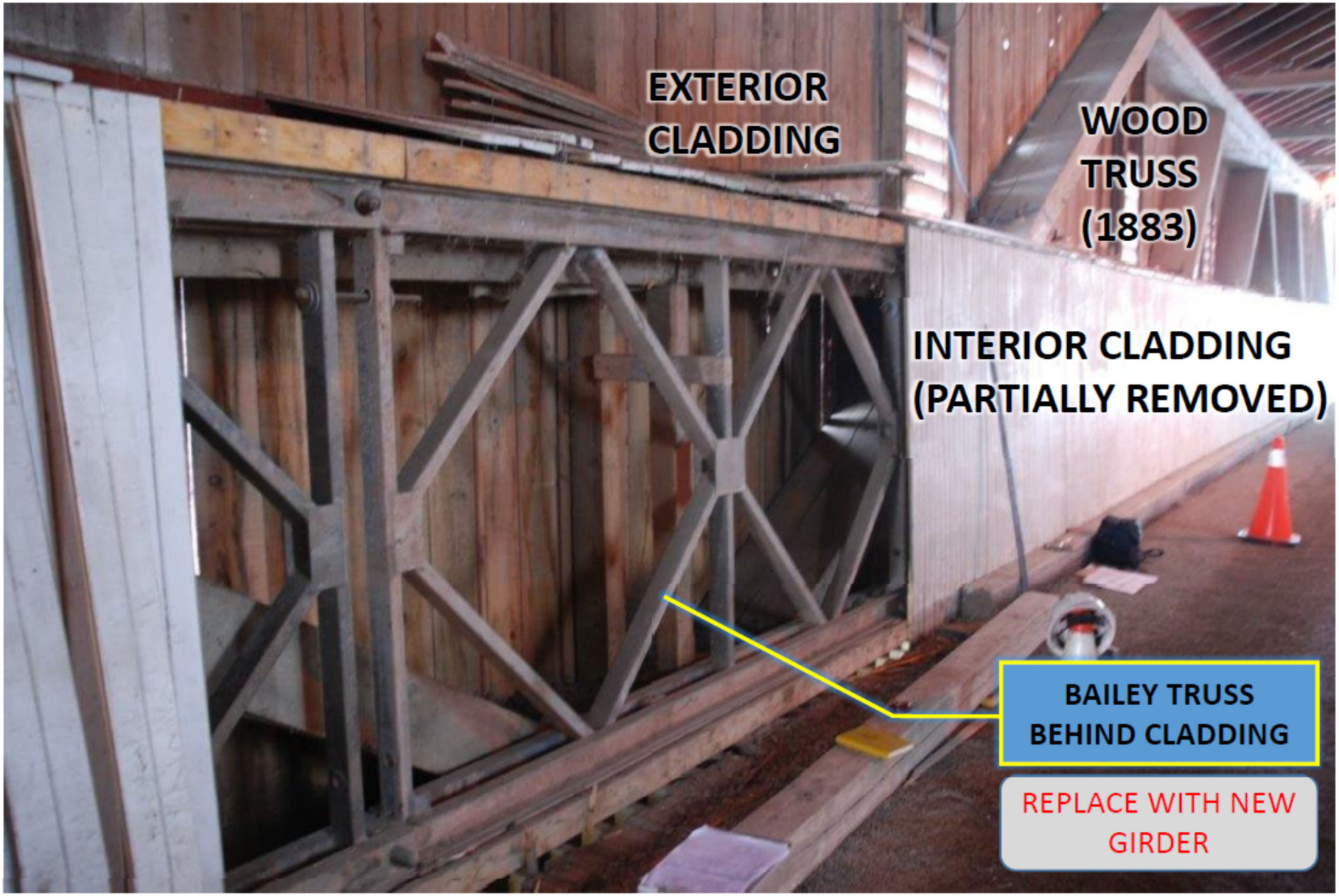


Figure B7: Interior View of Bailey Truss



Figure B8: Proposed Rehabilitation Concept

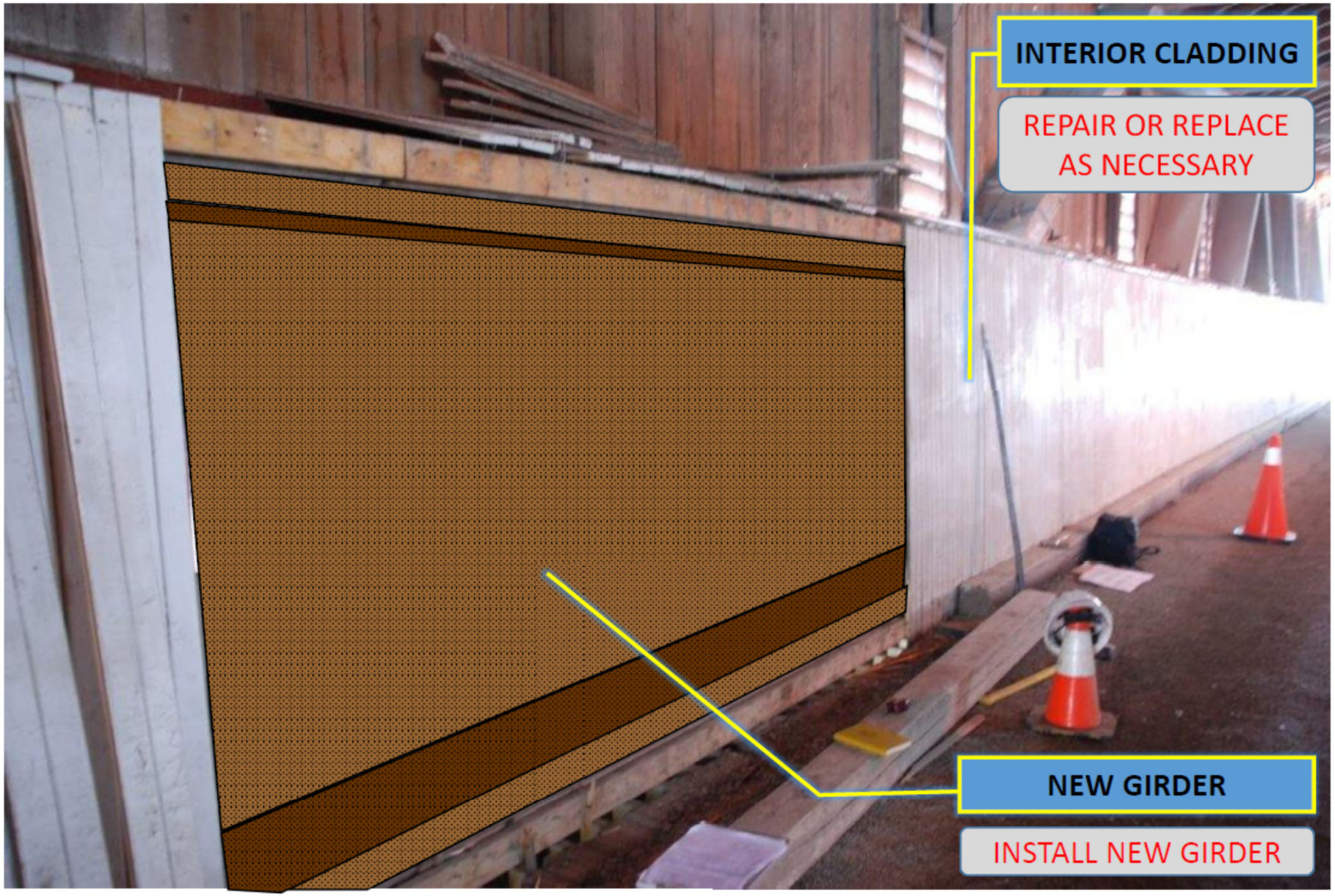
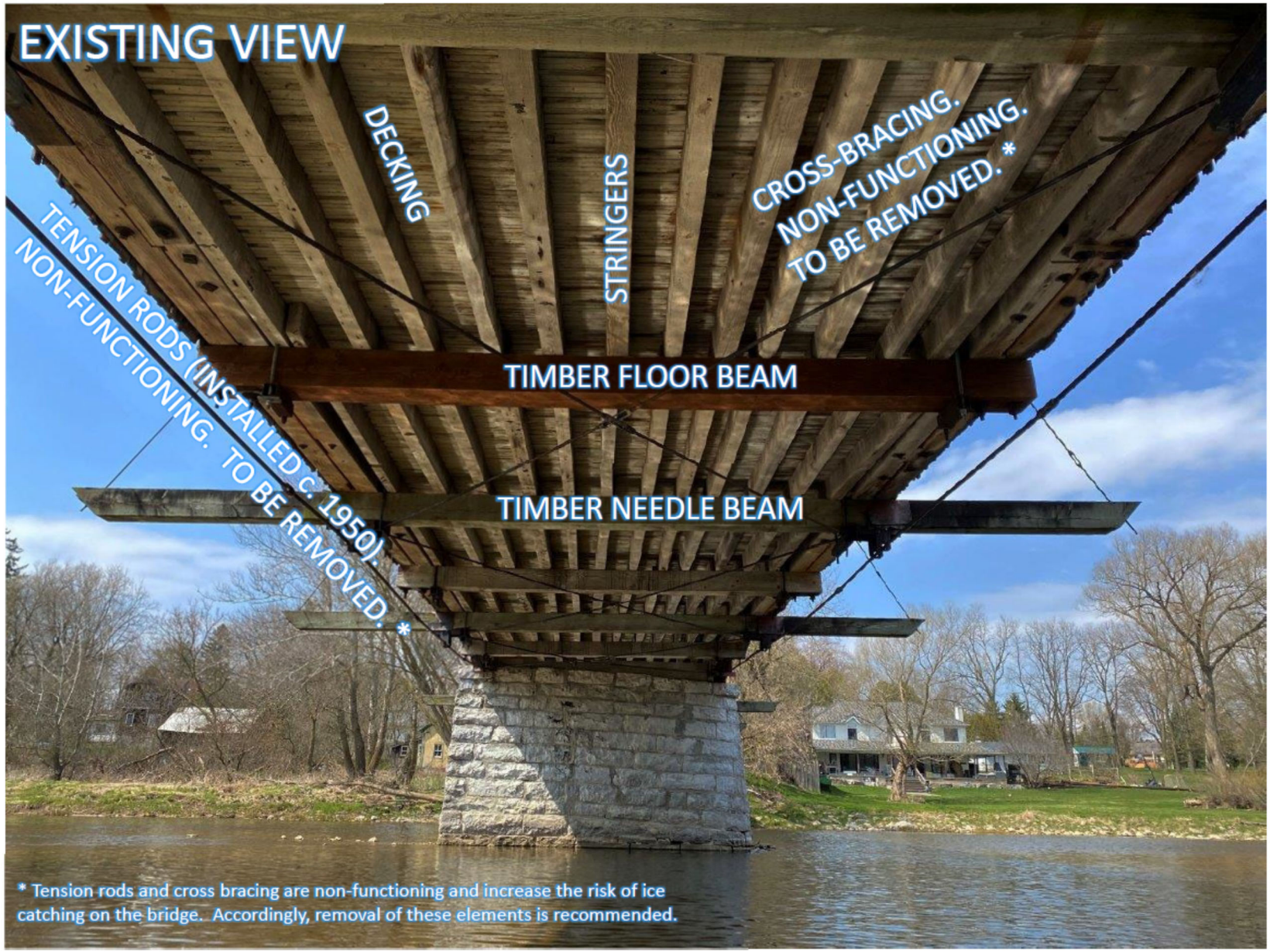


Figure B9: Proposed Rehabilitation Concept

APPENDIX C – DECK REPLACEMENT OPTIONS




DECK REHABILITATION OPTION 1: TIMBER DECK SYSTEM
NEW GIRDER
DECKING
STRINGERS
NEW GIRDER
TIMBER FLOOR BEAM
TIMBER NEEDLE BEAM
Advantages:
- Resembles existing deck system.
Disadvantages:
- Not as robust structurally.
- Must be replaced every 20 years +/-
NOTE: Regardless of which deck system is chosen, the deck surface inside the bridge will receive a tar-and-chip / asphalt wearing surface similar to the one currently in place. Accordingly, the view from the inside of the bridge will be the same in either case.


DECK REHABILITATION OPTION 2: STEEL DECK SYSTEM
NEW GIRDER
DECKING
STRINGERS
GIRDER
TIMBER FLOOR BEAM
NEW
TIMBER NEEDLE BEAM
Advantages:
- Structurally robust.
- Will last 50 years +/- before replacement.
Disadvantages:
- Not as similar to existing deck system.
NOTE: Regardless of which deck system is chosen, the deck surface inside the bridge will receive a tar-and-chip / asphalt wearing surface similar to the one currently in place. Accordingly, the view from the inside of the bridge will be the same in either case.

APPENDIX D – PROPOSED ACCESS AND STAGING AREAS



APPENDIX E

Property Acquisition Process Information Sheet

The following information is provided as a general overview of the property acquisition process and is not legal advice. Further, the steps, timing, and processes can vary depending on the individual circumstances of each case.

Once the Class Environmental Assessment is complete and the Environmental Study Report outlining the Recommended Design Concept has been approved, the property acquisition process and the efforts of Regional Real Estate staff will focus on preparation for acquiring the required lands to implement the approved design. Regional staff cannot make fundamental amendments or changes to the approved design concept.

Property Impact Plans

After the project has been approved and as it approaches final design, the project planners will generate drawings and sketches indicating what lands and interests need to be acquired from each affected property to undertake the project. These drawing are referred to as Property Impact Plans (PIP).

Initial Owner Contact by Regional Real Estate Staff

Once the PIPs are finalized and available, Regional Real Estate staff will retain an independent appraiser to provide preliminary valuations of the land requirements and their effect on the value of the property. As this process nears completion Real Estate staff will contact the affected property owner/s by telephone and mail to introduce themselves and set-up initial meetings to discuss the project, appraisals, and proposed acquisitions.

Initial Meetings

The initial meeting is attended by the project engineer and the assigned real estate staff person to brief the owner on the project, what part of their lands are to be acquired or will be affected, what work will be undertaken, when, with what equipment, etc. and to answer any questions. The primary purpose of the meeting is to listen to the owner and identify issues, concerns, effects of the proposed acquisition on remaining lands and businesses that can be feasibly mitigated and/or compensated, and how the remaining property may be restored. These discussions may require additional meetings. The goal of staff is to work with the owner to reach mutually agreeable solutions.

Goal – Fair and Equitable Settlement for All Parties

The goal is always to reach a fair and equitable agreement for both the property owner and the Region. Such an agreement will provide compensation for the fair market value of the lands and address the project impacts (such as repairing or replacing landscaping, fencing, paving, etc.) such that the property owner will receive the value of the lands acquired and the restoration of their remaining property to the condition it was prior to the Project.

The initial meetings will form the basis of an initial offer of settlement or agreement of purchase and sale for the required lands or interests.

Steps Toward Offer of Settlement or Agreement of Purchase and Sale

The general steps toward such an offer are as follows;

1) the Region will obtain an independent appraisal of the fair market value of the lands and interests to be acquired, and an appraisal of any effect on the value of the rest of the property resulting from the acquisition of the required lands and interests;
2) compensation will be estimated and/or works to minimize other effects will be defined and agreed to by the property owner and the Region;
3) reasonable costs of the owner will be included in any compensation settlement;
4) an offer with a purchase price and any other compensation or works in lieu of compensation will be submitted to the property owner for consideration; and
5) an Agreement will be finalized with any additional discussion, valuations, etc. as may be required.

Depending on the amount of compensation, agreements may require the approval of Council. The approval is undertaken in Closed Session which is not open to the public to ensure a level of confidentiality.

Expropriation

Due to the time constraints of these projects, it is the practice of the Region to commence the expropriation process in parallel with the negotiation process to ensure that lands and interests are acquired in time for commencement of the Project. Typically, over 90% of all required lands and interests are acquired through the negotiation process. Even after lands and interests have been acquired through expropriation an agreement on compensation can be reached through negotiation, this is usually referred to as a ‘settlement agreement’.

Put simply, an expropriation is the transfer of lands or an easement to a governmental authority for reasonable compensation, including payment of fair market value for the transferred lands, without the consent of the property owner being required. In the case of expropriations by municipalities such as the Region of Waterloo, the process set out in the Ontario *Expropriations Act* must be followed to ensure that the rights of the property owners provided under that *Act* are protected.

For information on the expropriation process, please refer to ‘Expropriation Information Sheet’.

The following information is provided as a general overview of the expropriation process and is not legal advice. For complete information, reference should be made to the Ontario Expropriations Act as well as the more detailed information in the Notices provided under that Act.

Expropriation Information Sheet

What is Expropriation?

Governmental authorities such as municipalities, school boards, and the provincial and federal governments undertake many projects which require them to obtain land from private property owners. In the case of the Regional Municipality of Waterloo, projects such as the construction or improvement of Regional Roads sometimes require the purchase of land from private property owners. In many cases, the Region of Waterloo only needs a small portion of the private property owner's lands or an easement for related purposes such as utilities, although in certain instances, entire properties are required.

Usually the governmental authority is able to buy the land required for a project through a negotiated process with the affected property owners. Sometimes, however, the expropriation process must be used in order to ensure that the land is obtained within a specific timeline. Put simply, an expropriation is the transfer of lands or an easement to a governmental authority for reasonable compensation, including payment of fair market value for the transferred lands, without the consent of the property owner being required. In the case of expropriations by municipalities such as the Region of Waterloo, the process set out in the Ontario **Expropriations Act** must be followed to ensure that the rights of the property owners provided under that *Act* are protected.

Important Note: The Region of Waterloo tries in all instances to obtain lands needed for its projects through a negotiated agreement on mutually acceptable terms. Sometimes, the Region of Waterloo will start the expropriation process while negotiations are underway. This dual approach is necessary to ensure that the Region of Waterloo will have possession of all of the lands needed to start a construction project on schedule. However, it is important to note that Regional staff continues to make every effort to reach a negotiated purchase of the required lands on mutually agreeable terms while the expropriation process is ongoing. If agreement is reached, expropriation proceedings can be discontinued and the land transferred to the Region of Waterloo in exchange for payment of the agreed-upon compensation.

What is the process of the Region of Waterloo under the Expropriations Act?

- Regional Council considers a request to begin an application under the **Expropriations Act** to obtain land and/or an easement for a specific Regional project. No decision is made at this meeting to expropriate the land. This step is simply direction for the Region of Waterloo to provide a "Notice of Application for Approval to Expropriate" to affected property owners that the process has started to seek approval to expropriate the land.

- As stated in the Notice, affected property owners have 30 days to request a Hearing to consider whether the requested expropriation is "fair, sound and reasonably necessary in the achievement of the objectives" of the Region of Waterloo. This Hearing is conducted by a provincially-appointed Inquiry Officer. Prior to the Hearing, the Region of Waterloo must serve the property owner with a Notice setting out its reasons or grounds for the proposed expropriation. **Compensation for lands is not determined at this Hearing.** The Inquiry Officer can order the Region of Waterloo to pay the

property owner up to $200.00 as compensation for the property owner's costs in participating in this Hearing, regardless of the outcome of the Hearing.

- If a Hearing is held, a written report is provided by the Inquiry Officer to the property owner and the Region of Waterloo. Council must consider the Report within 90 days of receiving it. The Report is not binding on Council and Council may or may not accept the findings of the Report. After consideration of the Report, Council may or may not approve the expropriation of the land or grant approval with modifications. A property owner may wish to make written and/or verbal submissions to Council at the time that it is considering the Report.

- If no Hearing is requested by the property owner, then Council may approve the expropriation of the land after expiry of a 30 day period following service of the Notice of Application for Approval to Expropriate.

- If Council approves the expropriation then, within 3 months of this approval, the Region of Waterloo must register a Plan at the Land Registry Office that describes the expropriated lands. The registration of this Plan automatically transfers title of the lands to the Region of Waterloo, instead of by a Deed signed by the property owner.

- Within 30 days of registration of the Plan, the Region of Waterloo must serve a Notice of Expropriation on the affected property owner advising of the expropriation. Within 30 days of this Notice, the property owner may serve the Region of Waterloo with a Notice of Election selecting the valuation date under the *Expropriations Act* for calculation of the compensation.

- In order to obtain possession of the expropriated lands, the Region of Waterloo must also serve a Notice of Possession setting out the date that possession of the land is required by the Region of Waterloo. This date has to be 3 months or more from the date that this Notice of Possession is served on the affected property owner.

- Within 3 months of registration of the Plan, the Region of Waterloo must provide the affected property owner with payment for the full amount of the appraised fair market value of the expropriated land or easement and a copy of the appraisal report on which the value is based. If the property owner disagrees with this amount, and/or claims other compensation and/or costs under the *Expropriations Act*, the compensation and/or costs matter may be referred to a provincially-appointed Board of Negotiation in an effort to reach a mediated settlement and/or an appeal may be made to the Ontario Municipal Board (OMB) for a decision. In any event, the Region of Waterloo continues in its efforts to reach a negotiated settlement with the affected property owner prior to the OMB making a decision.