



Administrative Report

To: Warden MacDonald and Members of Essex County Council

From: Allan Botham, P.Eng., Director, Infrastructure & Planning Services

Date: Wednesday, April 2, 2025

Subject: Servicing and Encroachment Agreement with the Windsor Essex Catholic District School Board

Report #: 2025-0402-IPS-R08-AB

Purpose

The purpose of this Administrative Report (the "**Report**") is to seek County Council approval for the County to enter into a Servicing and Encroachment Agreement (the "**Agreement**") with the Windsor Essex Catholic District School Board ("**School Board**") related to the installation and maintenance of a sewage forcemain (the "**Forcemain**") under and along County Road 8 to service St. Thomas of Villanova Catholic Secondary School (the "**School**") in the Town of LaSalle.

Background

The School Board, through its engineering consultants, approached the County to request approval to install the Forcemain as the only viable solution to service the lands on which the School is located.

The County has, in the recent past, provided permission to not only other School Boards, but also to industrial and agricultural businesses, when there is no other viable option for drainage or sewer services. Given the past practice, and as the School Board has confirmed there are no other options, other than the Forcemain, to provide for sanitary services at the School, Administration agreed in principle to the request of the School Board, but subject to County Council approval.

The School Board and the County Solicitor have negotiated the terms of the Agreement, a copy of which is appended to this Report as **Appendix A**.

Discussion

Generally, the proposed Forcemain will run along and within the County Road 8 right-of-way, between the School and South Riverview Drive, where it will empty into an existing sanitary sewer system. Please see attached **Appendix B** for an aerial depiction of the affected area.

There are no anticipated issues with the Forcemain being installed under and along County Road 8, with there being sufficient room in the County's right-of-way, and with the draft Agreement addressing any potential concerns.

Financial Implications

There are no financial implications to the County related to the Forcemain, with all amounts required to construct and maintain the Forcemain being borne by the School Board and/or any subsequent owner of the property the School is situated on.

Consultations

In drafting this Report, the Infrastructure Services Department and the County Solicitor consulted with one another.

Strategic Plan Alignment

Working as Team Essex County	Growing as Leaders in Public Service Excellence	Building a Regional Powerhouse
<ul style="list-style-type: none"><input type="checkbox"/> Scaling Sustainable Services through Innovation<input type="checkbox"/> Focusing "Team Essex County" for Results<input type="checkbox"/> Advocating for Essex County's Fair Share	<ul style="list-style-type: none"><input type="checkbox"/> Being an Employer with Impact<input checked="" type="checkbox"/> A Government Working for the People<input type="checkbox"/> Promoting Transparency and Awareness	<ul style="list-style-type: none"><input checked="" type="checkbox"/> Providing Reliable Infrastructure for Partners<input checked="" type="checkbox"/> Supporting Dynamic and Thriving Communities Across the County<input type="checkbox"/> Harmonizing Action for Growth<input type="checkbox"/> Advancing Truth and Reconciliation

Recommendation

That Essex County Council receive Report Number 2025-0402-IPS-R08-AB, Servicing and Encroachment Agreement with the Windsor Essex Catholic District School Board, as information and authorize the Warden and the Clerk to execute the Servicing and Encroachment Agreement with the Windsor Essex Catholic District School Board.

Approvals

Respectfully Submitted,

Allan Botham

Allan Botham, P.Eng., Director, Infrastructure and Planning Services

Concurred With,

David Sundin

David Sundin, BA (Hons), LL.B., Director, Legislative and Legal Services/County Solicitor

Concurred With,

Sandra Zwiers

Sandra Zwiers, MAcc, CPA, CA, Chief Administrative Officer

Appendix	Title
A	Draft Servicing and Encroachment Agreement
B	Aerial Map of Proposed Location of Forcemain