



Request for Decision

Department of Public Works

Subject:	Community Well Agreements – Districts 1, 3, 5, and 6
To:	Council
Date Prepared:	June 17, 2026
Origin:	2025-2026 Capital Investment Plan
Prepared by:	Fred Whynot, P. Eng., Director of Public Works
Approved by:	Tara Maguire, CAO

Recommended Motions

That Council approve the attached agreement, which will form a standard contract between the Municipality and East Chester Recreation Association regarding the provision of a Community Well. Further, that Council approve capital improvements on the property in the estimated amount of \$10,000.

That Council approve the attached agreement, which will form a standard contract between the Municipality and Church Memorial Park regarding the provision of a Community Well. Further, that Council approve capital improvements on the property in the estimated amount of \$1,500.

That Council approve the attached agreement, which will form a standard contract between the Municipality and The Commissioners for Fire Protection for the District of Western Shore & District regarding the provision of a Community Well. Further, that Council approve capital improvements on the property in the estimated amount of \$17,000.

Purpose

To approve contracts between the Municipality and community groups regarding the provision of a Community Well on community group properties.

Background

Development of community wells, one in each district, is part of our 2025-2026 Capital Investment Plan. During the Council meeting of January 29, 2026 a standard contract that would form the basis of future agreements with community groups was approved. An update on potential community wells per district was provided to Council on February 26, 2026. Three proposed locations, with updated cost estimate are detailed below. The remaining proposed location, in District 6, which would complete the placement of a community well in each district, is looking favourable and an update is provided below.

Discussion/Analysis

District 1 – East Chester Recreation Association is in support of a Community Well on their property in East Chester. They have reviewed the recently approved agreement, made comments specific to their legal name and signing officers, and returned the same for our legal review and adjustment. This agreement is attached and is now ready for Council review and potential approval. To complete onsite work for a Community Well, the following items are required; directional signage to identify the site as a community well and location of the outside tap, a level area for easy access by residents including

minor paving and reinstatement of landscaping, and extension of the internal plumbing to an outside tap for access by the public. An early estimate of costs is as follows:

Directional Signage	\$500
Accessibility/Landscaping	\$5,000
Plumbing to Outside	\$2,500
Subtotal	\$8,000
20% Contingency	\$1,600
Subtotal	\$9,600
Our HST	\$370.56
Total	\$9,970.56, not to exceed \$10,000

Annual operating costs include hosting fee (\$5,000), testing and minor maintenance (\$2000) and insurance (pending).

District 3. Church Memorial Park is in support of a Community Well on their property in Chester. They have reviewed the recently approved agreement, made comments specific to their legal name and signing officers, and returned the same for our legal review and adjustment. This agreement is attached and is now ready for Council review and potential approval. To complete onsite work for a Community Well, the following items are required; directional signage to identify the site as a community well and location of the outside tap, a level area for easy access by residents including minor paving and reinstatement of landscaping, and extension of the internal plumbing to an outside tap for access by the public. An early estimate of costs is as follows:

Directional Signage	\$500
Outside Tap/Minor Plumbing	\$500
Subtotal	\$1,000
20% Contingency	\$200
Subtotal	\$1,200
Our HST	\$246.32
Total	\$1,446.32, not to exceed \$1,500

Annual operating costs include hosting fee (\$5,000), testing and minor maintenance (\$2000) and insurance (pending). *(Note: The original estimate was \$40,000)*

District 5. The Commissioners for Fire Protection for the District of Western Shore & District is in support of a Community Well on their property in Western Shore. They have reviewed the recently approved agreement, made comments specific to their legal name and signing officers, and returned the same for our legal review and adjustment. This agreement is attached and is now ready for Council review and potential approval. To complete onsite work for a Community Well, the following items are required; directional signage to identify the site as a community well and location of the outside tap, a level area for easy access by residents including minor paving and reinstatement of landscaping, and extension of the internal plumbing to an outside tap for access by the public. An early estimate of costs is as follows:

Directional Signage	\$500
Accessibility/Landscaping	\$5,000
Plumbing and Outside Tap	\$8,000
Subtotal	\$13,500
20% Contingency	\$2,700
Subtotal	\$16,200
Our HST	\$625.32
Total	\$16,825.32, not to exceed \$17,000

Annual operating costs include hosting fee (\$5,000), testing and minor maintenance (\$2000) and insurance (pending). *(Note: The original estimate was \$77,500)*

District 6. The New Ross Land Museum (Legal Title to be Confirmed) is in support of a Community Well on their property in New Ross. They are currently reviewing the recently approved standard agreement, which will be adjusted for their signing officers and legal title as needed prior to possible approval by Council. To complete onsite work for a Community Well, the following items are required; directional signage to identify the site as a community well and location of the outside tap, a small waterline, a level area for easy access by residents including minor paving and reinstatement of landscaping. Other work will be completed by the New Ross Land Museum and billed to the Municipality once the amount is known and approved by Council. These items include internal plumbing to the outside of their building and a new pump capable of providing water to the outside location. They already have own and maintain a treatment system. An early estimate of costs is as follows:

Waterline	\$30,000
Directional Signage	\$500
Accessibility/Landscaping	\$5,000
Plumbing to outside of Shed and new pump	To be determined
Subtotal	\$35,500
20% Contingency	\$7,100
Subtotal	\$42,600
Our HST	\$1,644.36
Total	\$44,244.36, not to exceed \$44,500

Annual operating costs include hosting fee (\$5,000) and insurance (pending). *(Note: The original estimate was \$57,500. This leaves a remaining budget for the other work at \$13,000.)*

General Status Update. Staff are presently working on signage wording and soliciting three quotes for plumbing work at each site. Staff are purchasing proper taps for each site that will be installed by others which will limit the dispensing of water and will automatically shut off. These taps should prevent users from accidentally leaving the tap on and use by bulk water carriers or persons trying to fill large totes which is not the intention of this program. Three quotes will also be required for paving

and miscellaneous equipment. At present, the projected *estimated* budget is \$98,500 under the approved capital budget of \$210,000.

Staff Recommendation

That Council approve the attached agreements, which will form a standard contract between the Municipality and East Chester Recreation Association, the Municipality and Church Memorial Park, the Municipality and The Commissioners for Fire Protection for the District of Western Shore & District regarding the provision of a Community Well on each of their properties. Further, that Council approve capital improvements on the properties in the estimated amount of \$28,500.

Options for Consideration

- Direct staff to return with additional information.
- Do not proceed with the Community Wells Program.

Financial Implications

\$28,500 for capital improvements. Annual \$5,000 per year hosting fee and an estimated \$2,000 for testing and miscellaneous maintenance. Annual insurance costs unknown at this time. Funding from General Operating Reserve.

Implementation/ Next Steps:

Signing of Agreements and implementation of capital improvements. Advertising of the site availability and location pending start of program.

Connection to Strategic Priorities

Priority Area: Strong Communities

1. Celebration of Community
2. Strengthen Municipal Identity

Priority Area: Sustainable Infrastructure

1. Investigate Future Water Sources and Systems
2. Enhance Climate Resilience
3. Manage Assets for Long-Term Sustainability
4. Plan for Long-Term Funding & Renewal
5. Invest in Growth-Ready Infrastructure

Good Governance & Corporate Excellence

1. Enhance Public Engagement & Communication
2. Address Community Needs
3. Prioritize Customer Service & Resident Experience
4. Ensure Transparent and Accountable Decision-Making
5. Maintain Operational Efficiency

Attachments

Agreements