

Ministry of Agriculture,  
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Ministère de l'Agriculture,  
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des Affaires rurales

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**Environmental Management Branch**

Date: December 20, 2017  
To: Council, Clerk and Drainage Superintendent  
From: Sid Vander Veen, Drainage Coordinator

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Subject: **Agricultural Drainage Infrastructure Program**

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Please ensure that all those named above are made aware of this letter.

**a) Status of Processing of Grant Applications:**

- All grant applications for the municipal cost of employing a **drainage superintendent** have been processed.
- There are a small number of **drain maintenance/repair** grant applications that have not been processed because of missing information. All others have been processed.
- **Drain construction/improvement** grant applications:
  - All applications received before April 1, 2017 have been review and most have been processed and paid. There are a few grant applications that have not yet been paid because of missing information.
  - The review and processing of applications received after April 1, 2017 is expected to begin in early January.

**b) Planning for the 2018/2019 Drainage Act Grants Program**

i) Grants for the Cost of Employing a Drainage Superintendent: If your municipality employs an approved drainage superintendent and intends to apply for the superintendent grants in the upcoming fiscal year, please complete the attached form entitled "Grant Allocation Request Form - Fiscal Year 2018/19". Your allocation request must be received by our ministry on or before February 28, 2018. You are advised to read ADIP policy 4.1 prior to completing the form.

ii) Construction/Improvement Projects: Please read Section 2.7 of the ADIP policies. Once your municipality has given third reading to a by-law adopting an engineer's report for the construction or improvement of a municipal drain, you are encouraged to complete and submit a "Drain Queue Notification" form. Please note that if your project is confirmed for funding in one fiscal year and you do not proceed with the project, you must notify the Ministry to queue the project for the following year.

**c) Claiming Grants for 2017/18 activities:**

The provision of grants for Drainage Act activities are governed by the Drainage Act and by the policies of the Agricultural Drainage Infrastructure Program (ADIP). These documents can be accessed through the OMAFRA website: [www.ontario.ca/drainage](http://www.ontario.ca/drainage)

If your municipality submitted, earlier this year, a budget allocation request for the cost of employing a drainage superintendent, a grant allocation amount was provided by letter dated May 10, 2017. This is your budget for the cost of employing a drainage superintendent; if you submit a higher grant claim than your budget, grant payment will be capped to your allocation amount.

The following is an overview of the requirements for claiming these grants:

<i>Grant Type</i>	<i>Submission Deadline</i>	<i>For Information on Claiming Grant</i>
Cost of Employing a Drainage Superintendent	Jan. 31, 2018 @ 5:00 p.m.	See Attachment 1: "Claiming Grants for Cost of Employing a Drainage Superintendent"
Drain Construction or Improvement	Feb. 15, 2018 @ 5:00 p.m.	See Attachment 2: "Claiming Grants for Drain Construction or Improvement Projects"
Drain Maintenance or Repair	April 30, 2018 @5:00 p.m.	See Attachment 3: "Claiming Grants for Drain Maintenance"

Attachment 4 provides a summary of the requirements for all three components of the program.

**INQUIRIES TO OMAFRA**

Please direct inquiries about grant eligibility, interpretation of the ADIP policies or the Drainage Act to me at 519-826-3552 or [sid.vanderveen@ontario.ca](mailto:sid.vanderveen@ontario.ca). Inquires about specific grant applications should be directed to Andy Kester at 519-826-3551 or [andy.kester@ontario.ca](mailto:andy.kester@ontario.ca).

Yours truly,



Sid Vander Veen, P. Eng.  
Drainage Coordinator

**Attachments:**

- 1) Claiming Grants for the Cost of Employing a Drainage Superintendent
- 2) Claiming Grants for Drain Maintenance
- 3) Claiming Grants For Drain Construction Or Improvement Projects
- 4) Agricultural Drainage Infrastructure Program (ADIP) Policy Summary
- 5) Queue Notification form
- 6) 2018/19 Drainage Superintendent Budget Allocation Request form