



STAFF REPORT

TO: Chief Administrative Officer
FROM: Jas Sandhu, Superintendent, Public Works and Engineering Services
SUBJECT: Authorization of Sanitary Sewer System Modelling and Amendment to Financial Plan
MEETING DATE: June 9th, 2026

PURPOSE

The purpose of this report is to seek Council authorization to proceed with the development of a comprehensive sanitary sewer model and to amend the 2026–2030 Financial Plan to include a 2026 budget allocation funded through the Community Works Fund (see Financial Implications section below).

BACKGROUND

While sewer system modelling was identified as a future priority project with a preliminary allocation of \$30,000 in the 2027 Financial Plan, current development activity within the Town and anticipated growth opportunities involving Ts’uubaa-asatx First Nation have highlighted the need to advance this work. Accordingly, staff recommend accelerating the project and increasing the funding allocation to ensure the Town has the information necessary to support informed decision-making.

The Town currently lacks detailed data regarding the capacity and performance of its wastewater collection system. The proposed project will establish a comprehensive model of the sanitary sewer network, providing critical information on system capacity, existing and future servicing requirements, infrastructure constraints, and growth-related capital needs. While a portion of the project costs will be recoverable through discussions with Ts’uubaa-asatx First Nation, the model is fundamentally a municipal planning and asset management tool that will support sustainable growth, infrastructure investment decisions, and long-term service delivery for decades to come.

Proceeding with this work will aid the Town in several areas critical to sustainable community growth and development, including but not limited to asset management and infrastructure stewardship, proper growth management and community planning, and sound financial planning.

Asset Management and Infrastructure Stewardship:

Council has a responsibility to ensure that municipal infrastructure is managed in a manner that protects existing assets while providing sustainable service delivery for current and future residents. The Town's sanitary sewer collection system represents a significant public investment with replacement values measured in the tens of millions of dollars. Sound asset management principles require an understanding of how our infrastructure is performing today and how it is expected to perform under future demand scenarios.

The proposed model will provide critical information regarding system utilization, available capacity, infrastructure bottlenecks, inflow and infiltration impacts, and future upgrade requirements. *This information will support evidence-based capital planning and help ensure that future infrastructure investments are prioritized based on actual system needs rather than assumptions.*

The model will also serve as a foundational component of future sewer master planning initiatives and will support grant applications, development cost assessments, infrastructure renewal strategies, and long-term financial planning.

Growth Management and Community Planning

The Town continues to experience development interest both within municipal boundaries and in surrounding areas (Ts'uubaa-asatx First Nations which is connected to our system). As Council considers future residential, commercial, mixed-use, and industrial development opportunities, it is essential that servicing decisions be informed by *accurate infrastructure capacity information.*

Without a current and up-to-date model, there is a risk that development applications may be evaluated without a complete understanding of cumulative impacts on the sanitary sewer system. This has the risk of further compounding downstream effects in the lagoon which has previously been identified as an important project for the community. While individual developments may appear manageable in isolation, the aggregate impact of multiple projects can create significant capacity challenges if growth occurs faster than anticipated infrastructure upgrades.

The proposed model will provide the Town with the ability to evaluate future development proposals against actual system capacity and identify where upgrades may be required before additional development can be supported. This information will assist Council in balancing growth objectives with infrastructure realities while ensuring that development occurs in a responsible and sustainable manner.

The long-term vision is to integrate the Town's utility models into a comprehensive GIS-based asset management system that is accurate, accessible, and regularly maintained. This will enhance infrastructure planning, support evidence-based development decisions, and improve operational efficiency. As future development proposals are brought forward, the model can be utilized to assess servicing capacity and development impacts, with associated review costs recoverable through a user-pay fee structure.

IMPLICATIONS

a. Financial:

As of December 2025 (last fiscal year), the balance of the Community Works Fund is \$426,154.98 which can be used as a source of funding to cover the investment required for this project. A proposal has been sought and received to complete this work with three options presented: Option A – Topographic Survey (comprehensive) - \$124,800, Option B – Lidar and Pipe Invert Measurements - \$104,200, and Option C – Lidar and Pipe Slope Assumptions - \$74,600.

b. Policy/Legislation:

The project supports Council's obligations under:

- Community Charter;
- Local Government Act;
- Asset Management for Sustainable Service Delivery Framework;
- Official Community Plan growth management objectives;
- Municipal infrastructure planning responsibilities.

The project also supports best practices in municipal asset management and infrastructure governance.

Strategic Priority:

The project directly supports Council's strategic priorities related to sustainable growth, responsible asset management, infrastructure planning, and intergovernmental collaboration. By establishing a clear understanding of the sanitary sewer system's carrying capacity, the Town will be better positioned to evaluate future development opportunities, support servicing discussions with Ts'uubaa-asatx First Nation and other development partners, prioritize infrastructure investments, and ensure that future growth is aligned with the community's long-term planning and financial objectives.

c. Sustainability:

Currently the town is making development decisions with respect to sewer servicing capacity in a vacuum. The proposed sanitary sewer modelling project supports the long-term sustainability of municipal infrastructure by providing the Town with a comprehensive understanding of existing system capacity, future servicing requirements, and infrastructure constraints.

This information will enable informed decision-making regarding growth, asset management, capital planning, and environmental stewardship while reducing the risk of major infrastructure failures, unplanned expenditures, and development occurring beyond the capacity of existing municipal services.

d. Communication:

N/A

e. Staffing Implication:

The project can be managed with existing staffing resources.

Staff involvement will primarily include:

- Coordination with the consultant;
- Provision of available records and historical information;
- Review of draft deliverables;
- Participation in technical meetings;
- Integration of model results into future planning initiatives.

The project is expected to reduce future staff workload associated with development servicing reviews, infrastructure planning, and capacity assessments by providing a centralized technical tool for decision making.

Options:

1. THAT Council authorizes the completion of a comprehensive sanitary sewer modelling project;

AND THAT Council direct staff to prepare and bring forward an amendment to the 2026–2030 Financial Plan to include the sanitary sewer modelling project as a priority capital initiative in 2026 in the amount of \$125,000;

AND THAT the project be funded from the Community Works Fund Reserve;

AND THAT Council authorizes staff to award a contract up to \$125,000 for this project.

2. THAT Council defer consideration of the sanitary sewer hydraulic modelling project to a future budget year and direct staff to include the project for consideration during a future Financial Plan review process.
3. THAT Council decline to proceed with the sanitary sewer hydraulic modelling project at this time and direct staff to remove the project from future budget planning considerations unless otherwise directed by Council.

Recommendation

Staff is recommending Option 1.

THAT Council authorizes the completion of a comprehensive sanitary sewer modelling project;

AND THAT Council direct staff to prepare and bring forward an amendment to the 2026–2030 Financial Plan to include the sanitary sewer modelling project as a priority capital initiative in 2026 in the amount of \$125,000;

AND THAT the project be funded from the Community Works Fund Reserve;

AND THAT Council authorizes staff to award a contract up to \$125,000 for this project.

Signed:

Jas Sandhu

Jas Sandhu

Superintendent, Public Works and Engineering Services

Concurrence:

John T

John Thomas

Chief Administrative Officer

ATTACHMENT 1

TRUE Consulting - Proposal