



Township of Woolwich Committee of the Whole Revised Agenda

Tuesday, October 8, 2024

7:00 p.m.

Council Chambers - Hybrid with YouTube Livestream

24 Church Street West, Elmira ON, N3B 2Z6

Chair: Councillor Evan Burgess

Pages

1. **Public Resolution to Move into Closed Session - (6:00 P.M.)**

That the Council of the Township of Woolwich convenes in closed session on Tuesday, October 8, 2024 at 6:00 p.m. in accordance with section 239 (2) of the Municipal Act, 2001, for the purposes of considering the following:

- a. The security of the property of the municipality or local board (Information Technology Matter);
- b. Third-party information supplied in confidence to the municipality, which, if disclosed, could significantly prejudice a competitive position or interfere with negotiations (Sanitary Servicing Matter); and
- c. A proposed or pending acquisition or disposition of land by the municipality or local board (Property Matter).

2. **Public Resolution to Reconvene in Open Session (7:00 P.M.)**

That Council reconvenes in open session.

3. **Land Acknowledgement**

4. **Disclosures of Pecuniary Interest**

5. **Items to Come Forward from Closed Session**

6. **Public Meetings**

7. **Presentations**

8. Delegations

Instructions for Delegations

1. You have a maximum of 7 minutes to speak unless Council or the Clerk has set a different time. There will be a timer on the screen and you will hear a warning when you have 1 minute and when your time is up.
2. Once you are finished, please wait for questions of clarification from Council. When there are no more questions for you, virtual delegates please turn your microphone and camera off again and in-person delegates may return to their seat. You are welcome to stay for the rest of the meeting or leave when you want.
3. Council discussion and debate will start when all questions of clarification have finished.

8.1 A06-2024: Collaborative Marketing Opportunity for St. Jacobs Country

1

Recommendation:

That the Council of the Township of Woolwich, considering Report A06-2024 respecting Collaborative Marketing Opportunity for St. Jacobs Country:

1. Approve \$20,000.00 as a contribution to the 2024 St. Jacobs Holiday Campaign from the Municipal Accommodation Tax; and
2. Direct staff to develop a strategy for the ongoing and long-term use of the Municipal Accommodation Tax.

8.1.1 *Dan Vandermolen, Owner of CHANGE Lifestyle & Apparel*

7 minutes

9. Unfinished Business

10. Consent Items

11. Items Pulled From the Information Package

11.1 Region of Waterloo Resolution: Solve the Crisis

15

12. Staff Reports and Memos

12.1 *IS08-2024: East Side Lands Sanitary Servicing Environmental Assessment Recommendation*

18

Recommendation:

That the Council of the Township of Woolwich, considering Report IS08-2024 respecting the East Side Lands Sanitary Servicing Environmental Assessment Recommendation:

1. Endorses the recommended Alternate #7 preferred solution for the trunk sewer servicing and associated future sanitary lift/pumping station locations to service the Breslau East Side Lands; and
2. Authorizes the Director of Infrastructure Services to issue the notice of study completion for the East Side Lands Sanitary Municipal Class Environmental Assessment project, and file the Project File Report with the Municipal Clerk for a minimum 30 day public review period.

13. Other Business

13.1 Council Reports/Updates

13.2 Outstanding Activity List as of Thursday, October 3, 2024

56

14. Notice of Motion

15. Adjournment

Resolution

That the meeting adjourns.

All decisions made at a Committee of the Whole Meeting are subject to ratification at the following Council Meeting.

This meeting is being live streamed to the Woolwich Township YouTube account and a recording will be published following the meeting. Live meetings will appear on the home page once the live stream has started which may be shortly after the scheduled start time. If you don't see a live video, please be patient and try reloading the page.

To submit comments or participate in the meeting or if you have any questions about the content or outcome of this meeting, please contact the Council and Committee Support Specialist at 519-669-6004 or councilmeetings@woolwich.ca

Should you require an alternative format of any documents within this agenda package, please contact the Council and Committee Support Specialist at 519-

669-6004 or councilmeetings@woolwich.ca



Economic Development Staff Report

Report Number: A06-2024
 Report Title: Collaborative Marketing Opportunity for St. Jacobs Country
 Author: Jenna Deboer
 Meeting Type: Committee of the Whole Meeting
 Meeting Date: October 8, 2024
 eDocs or File ID: File
 Consent Item: Yes
 Final Version: Yes
 Reviewed By: David Brenneman
 Final Review: Chief Administrative Officer

Recommendation:

That the Council of the Township of Woolwich, considering Report A06-2024 respecting Collaborative Marketing Opportunity for St. Jacobs Country:

1. Approve \$20,000.00 as a contribution to the 2024 St. Jacobs Holiday Campaign from the Municipal Accommodation Tax; and
2. Direct staff to develop a strategy for the ongoing and long-term use of the Municipal Accommodation Tax.

Background:

Economic Development and Tourism staff have been working with the Tourism industry since 2021 to determine a marketing path forward to promote the Township as a place for visitors and to encourage extended stays. Staff worked with some of Woolwich's key tourism attractions to find common ground and an interest in collaboration. Since then, these stakeholders have banded together on a unified marketing campaign that will be far more effective in driving tourism to both St. Jacobs and greater Woolwich during November and December than any individual stakeholder's efforts.

Comments:

The attached unified marketing campaign highlights key holiday events including the Farmers' Market Sip n' Shops, the St. Jacobs Business Improvement Area's Sparkles event, Drayton Entertainment's family pantomime and Waterloo Central Railway's holiday

train, positioning St. Jacobs as a destination for a unique rural holiday experience, distinct from typical urban holiday offerings.

The campaign's tagline, "Reconnect with St. Jacobs", was collaboratively chosen by the tourism partners. It plays on the idea of inviting guests to return while also emphasizing the connection between attractions.

Targeting families and couples from cities like Mississauga, Toronto, Hamilton, and London, the campaign will feature a mix of digital, print, and billboard ads.

The attached budget outlines how this campaign will be shared amongst the key tourism attractions, the Township of Woolwich, and Explore Waterloo Region.

Economic Development and Tourism staff are working with the industry, Explore Waterloo Region, and the other Regional municipalities to develop a strategy for the ongoing use of the Municipal Accommodation Tax. The strategy will also define the Economic Development and Tourism department's role in Tourism management and marketing in the Township of Woolwich. Attached you will see letters of support for this collaboration.

Interdepartmental Impacts:

None.

Financial Impacts:

The Township of Woolwich's contribution of \$20,000.00 will come from the Municipal Accommodation Tax.

Community Strategic Plan Impacts:

We will develop and enhance the downtown cores of our communities to facilitate community connections and foster economic vibrance.

Conclusion:

Economic Development and Tourism staff are excited to work collaboratively with the sector to promote Woolwich as a place to visit. It is recommended that the Municipal Accommodation Tax be utilized to fund this holiday campaign, which will expand the tourism experience and ultimately increase overnight stays for visitors in the Township of Woolwich.

Attachments:

1. St. Jacobs Holiday Campaign 2024 Assets
2. Budget
3. Letters of Support

- a. Drayton Entertainment
- b. St. Jacobs Market District
- c. St. Jacobs Village Business Improvement Area
- d. W Group (Holiday Inn Express & Suites, Staybridge Suites)
- e. Hilton (Hampton Inn & Suites, Homewood Suites)



St. Jacobs Farmers' Market
TUESDAY SUMMER MARKET Open Mid June - Labour Day

Experience
the charm and
holiday magic of
rural St. Jacobs.

RECONNECT WITH *stjacobs*



PLAN YOUR STAY
@ [EXPLOREWATERLOO.COM/STJACOBS](https://explorewaterloo.com/stjacobs)



ST. JACOBS MARKET DISTRICT



WATERLOO CENTRAL RAILWAY



THE VILLAGE OF ST. JACOBS

RECONNECT

WITH

stjacobs



PLAN YOUR STAY
@ EXPLOREWATERLOO.COM/STJACOBS



ST. JACOBS COUNTRY PLAYHOUSE

RECONNECT WITH ST. JACOBS



RECONNECT WITH VILLAGE SHOPPING
SPARKLES IN THE VILLAGE OF ST. JACOBS

RECONNECT WITH NIGHT MARKETS
HOLIDAY EVENTS AT ST. JACOBS MARKET DISTRICT

RECONNECT WITH LIVE THEATRE
THE CHRISTMAS CAROL: THE PANTO AT ST. JACOBS COUNTRY PLAYHOUSE

RECONNECT WITH HOLIDAY MAGIC
SANTA'S CANDY CROSSING AT WATERLOO CENTRAL RAILWAY

EVENTS

Sparkles | NOV. 14 - 17 | NOV. 21 - 24 |

VILLAGE OF ST. JACOBS

An annual holiday shopping event amid thousands of twinkling lights in the Village of St. Jacobs - a true holiday experience! Enjoy many unique shops and eateries. Shop into the evening Thursday, Friday and Saturdays and take in the holiday festivities and entertainment! stjacobsvillage.com/sparkles

Santa's Jolly Journey | NOV. 14 - DEC. 22 |

WATERLOO CENTRAL RAILWAY

Join Santa as he hops aboard the heritage train ride through the wintery Waterloo countryside from St. Jacob's north toward Elmira and back, while enjoying festive carols, a scavenger hunt, and a visit from Santa!

*tickets available at:

waterloocentralrailway.com/santas-jolly-journey/

Santa's Candy Crossing | NOV. 16 - DEC. 22 |

WATERLOO CENTRAL RAILWAY

An enchanting nighttime journey for the whole family as you join Santa to transport batches of yummy Christmas candy to Santa's Candy Crossing!

*tickets available at:

waterloocentralrailway.com/santas-candy-crossing/

Sip n' Shop | FRIDAY, NOV. 22 | FRIDAY, NOV. 29 |

ST. JACOBS MARKET DISTRICT

Savour a delightful assortment of festive beverages, listen to live music, and shop from over 100 curated artisan and makers along with all of your favourite year-round vendors. A truly magical experience you don't want to miss.

*tickets available at:

stjacobsmarket.com/sipnshop

Santa's Nightcap (19+) | NOV. 22- DEC. 21 |

WATERLOO CENTRAL RAILWAY

Join Santa for a nightcap as he kicks back and lets loose before another busy day tomorrow of transporting Christmas candy!

*tickets available at:

waterloocentralrailway.com/santas-night-cap-19/

A Christmas Carol: The Panto | NOV. 28 - DEC. 29 |

ST. JACOBS COUNTRY PLAYHOUSE

Join the fun as the classic story is re imagined with all the hilarious and beloved antics of an old-fashioned panto: villains, heroes, a dame, incredible music, lively dancing, audience participation, and of course, a dash of theatrical magic.

*tickets available at:

draytonentertainment.com

Story time with Santa | SATURDAY, DEC. 7 | SATURDAY, DEC. 14 |

ST. JACOBS MARKET DISTRICT

Santa will read a heartwarming Christmas story and after children can decorate a cookie and get a special one-on-one visit with Santa.

*tickets available at:

stjacobsmarket.com/story-with-santa

Grinch Toy Drive | SATURDAY, DEC. 7 | SATURDAY, DEC. 14 |

ST. JACOBS MARKET DISTRICT

The Grinch is back to the St. Jacobs Farmers' Market, but he isn't stealing Christmas, he's collecting non-perishable food donations for the Food Bank, and new-packaged toys for Voices WR.

stjacobsmarket.com/grinch-toy-drive



RECONNECT²⁷ WITH St. Jacobs

RECONNECT WITH VILLAGE SHOPPING
SPARKLES IN THE VILLAGE OF ST. JACOBS

RECONNECT WITH NIGHT MARKETS
HOLIDAY EVENTS AT ST. JACOBS MARKET DISTRICT

RECONNECT WITH LIVE THEATRE
THE CHRISTMAS CAROL: THE PANTO AT ST. JACOBS COUNTRY PLAYHOUSE

RECONNECT WITH HOLIDAY MAGIC
SANTA'S CANDY CROSSING AT WATERLOO CENTRAL RAILWAY



PLAN YOUR STAY AT
EXPLOREWATERLOO/STJACOBS

St. Jacobs 2024 Joint Holiday Campaign

TARGET AUDIENCE:

- Families and couples beyond 40km with key areas being: Toronto, Hamilton, Brantford, Milton, Mississauga, Woodstock and London.

DURATION:

- 6 weeks. Starting October 7th until mid November.

PAID CONTRIBUTIONS:

- \$10,000 from tourism partners (BIA, Market District and Drayton)
- \$20,000 from Woolwich MAT
- \$30,000 from Explore Waterloo Region

TOTAL = \$60,000

IN KIND CONTRIBUTIONS:

- \$5,000 from Market District for creative design work
- \$10,000 from Explore Waterloo Region for campaign management
- \$4,000 in direct discount rates from Staybridge Suites, Holiday Inn, Hampton Inn, Homewood Suites

TOTAL = \$19,000

St. Jacobs 2024 Joint Holiday Campaign

MARKETING PLAN

- \$14,000 - Sponsored posts in digital newspapers (Hamilton Spectator, Mississauga News and London Free Press)
- \$25,000 – Meta Ads / Google digital Ads
- \$20,000 – digital Pattison billboards, ONroute stops along 401/403

CALL TO ACTIONS:

- explorewaterloo.ca/st-jacobs/
- Plus landing pages of Tourism partners websites (Market + Village pages are typically #1 and #2 for SEO)
- Landing pages will promote hotels options and direct booking discounts

Tues, Sept 24, 2024

Township of Woolwich Council
24 Church Street West P.O. Box 158
Elmira ON, N3B 2Z6
519-669-6004



Re: St. Jacobs 2024 Holiday Campaign

Drayton Entertainment, a registered not-for-profit charitable arts organization, operates the St. Jacobs Country Playhouse in the Market District and the Schoolhouse Theatre in the village of St. Jacobs.

We are pleased to support the proposed **2024 Reconnect with St. Jacobs** marketing campaign with a contribution of **\$3,333.00**.

We further support the proposed marketing tactics at the centre of the campaign, along with the proposed messaging, graphics, and assets.

We believe this proposed marketing initiative is both timely and necessary in order to reinforce the position of St. Jacobs (and Woolwich Township) within Ontario's tourism landscape. The plan thoughtfully aims to guide tourists to access and navigate the St. Jacobs area, highlighting key Woolwich attractions and events – ultimately enhancing, expanding, and extending the overall experience and overnight stays for visitors in Woolwich Township.

From our end, we believe our signature holiday programming will attract an audience of **20,000**, including 40% defined as tourists driving in excess of 40km to the destination, generating **\$2,448,589** in visitor spending and economic impact (local attendee visitor spending and economic impact would be in addition). Source: Government of Ontario Tourism Regional Economic Impact Model (TREIM).

The proposed campaign will augment our efforts to achieve these numbers, and directly benefit the broader tourism sector in Woolwich Township.

Sincerely,

A handwritten signature in black ink that reads "Steven Karcher".

Steven Karcher
Executive Director
Drayton Entertainment
Tel: 519-621-5511 ext.234
Email: steven@draytonentertainment.com



Thursday, September 26th, 2024

Township of Woolwich Council
24 Church Street West PO Box 158
Elmira, ON N3B 2Z6

Please accept this letter as confirmation of the Market District's support in the **2024 Reconnect with St. Jacobs holiday campaign**.

To date, the Market District has already provided \$5000 of in-kind support to generate the graphics and assets for the holiday campaign and to collect the assets and gain alignment from the other tourism partners featured in the campaign. The Market District will also contribute \$3,333.00 towards the paid advertising portion of the campaign.

The Market District holiday plans include two licensed **Sip & Shop Night Markets** as well as two **Cookies with Santa** daytime events. These ticketed events in addition to the regular Thursday and Saturday farmers' markets are expected to attract over 175,000 guests to St Jacobs throughout the months of November and December. Surveys completed in November and December of 2023 indicated 51% or 89,250 people who visited the Farmers' Market during that time travelled more than 40km.

We believe the 2024 collective holiday campaign will draw even more tourists to the St. Jacobs area throughout November and December and by highlighting the variety of holiday-themed activities, will encourage guests to extend their visit to an overnight stay.

I look forward to this initiative being the start of a repeatable foundation that can be expanded in 2025, that has the key tourism partners in St. Jacobs, Woolwich Township and Explore Waterloo all working together on a tourism strategy for St. Jacobs.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Loebach".

Joanna Loebach
General Manager, St. Jacobs Market District

THE VILLAGE OF ST. JACOBS BUSINESS IMPROVEMENT AREA



To: Woolwich Township
24 Church Street West
Elmira ON, N3B 2Z6

RE: **2024 Reconnect with St. Jacobs** - Winter Campaign featuring The St. Jacobs Market, Drayton Theatre & The Village of St. Jacobs

On behalf of the Village of St. Jacobs Business Improvement Area (BIA), we are writing to express our support for the collaborative rural holiday marketing campaign as presented by Joanna Loebach of the St. Jacobs Market. This important collaboration between the St. Jacobs Market, Drayton Theatre, and The Village Shops will target visitors from over 40 kilometers away, highlighting the unique experiences St. Jacobs has to offer during the holiday season.

This campaign is especially important to the Village Shops as we approach Sparkles, the Village's biggest event of the year, featuring late-night shopping, Victorian carolers, Christmas chorus groups, cider, and fires. Sparkles is a crucial time for local businesses, as a large turnout during this period helps sustain them before the quiet months of January and February.

Moreover, this campaign presents an opportunity to strengthen the bond between the three key stakeholders in St. Jacobs. Strengthening these connections will be vital not only for this holiday season but also for future joint efforts in promoting St. Jacobs as a premier destination for visitors.

The Village of St. Jacobs BIA will support this campaign with a \$3333.00 contribution. We kindly request the Township of Woolwich's support for this joint campaign.

Dan Vandermolen
Chair
The Village of St. Jacobs BIA

Amanda Palmer
General Manager
The Village of St. Jacobs BIA

Tanya Bettridge

From: Sean Nemett <sean.nemett@wgroup.ca>
Sent: September 27, 2024 11:50 AM
To: Joanna Loebach; Naushad Ismail
Subject: RE: St. Jacobs Collaborative Holiday Campaign

Hi Joanna,

You have the full support of our hotels for the Collaborative Holiday Campaign bid.

We are thrilled to participate alongside other local tourism partners, and as discussed – we will be providing contributions in the form of discounted preferred partner rates. Each expected to generate \$500+ values.

Please find the booking links included below.

[RECONNECT WITH ST. JACOBS - HOLIDAY INN EXPRESS](#)

[RECONNECT WITH ST. JACOBS - STAYBRIDGE SUITES](#)

Kind regards,

Your friend in Hospitality!

Sean Nemett | Sales Manager

[Holiday Inn Express & Suites – Waterloo/St.Jacobs](#) |

14 Benjamin Road, Waterloo | ON, N2J 2V9

IHG HOTELS & RESORTS

[Staybridge Suites - Waterloo/ St.Jacobs](#) |

10 Benjamin Road, Waterloo | N2V 2J9

IHG HOTELS & RESORTS

Tel: 519-772-9800 ext. 5005

Tel: 519-514-7863

Fax: 519-772-9850

Email: sean.nemett@wgroup.ca

Please click below to go on a Virtual Tour of our Award Winning Hotel!

[Holiday Inn Express & Suites - Waterloo/St.Jacobs 360 Tour](#)

Please click below to view the Event Space at our Award Winning Hotel!

[Holiday Inn Express & Staybridge Suites Waterloo/St. Jacobs - 360 Tour](#)

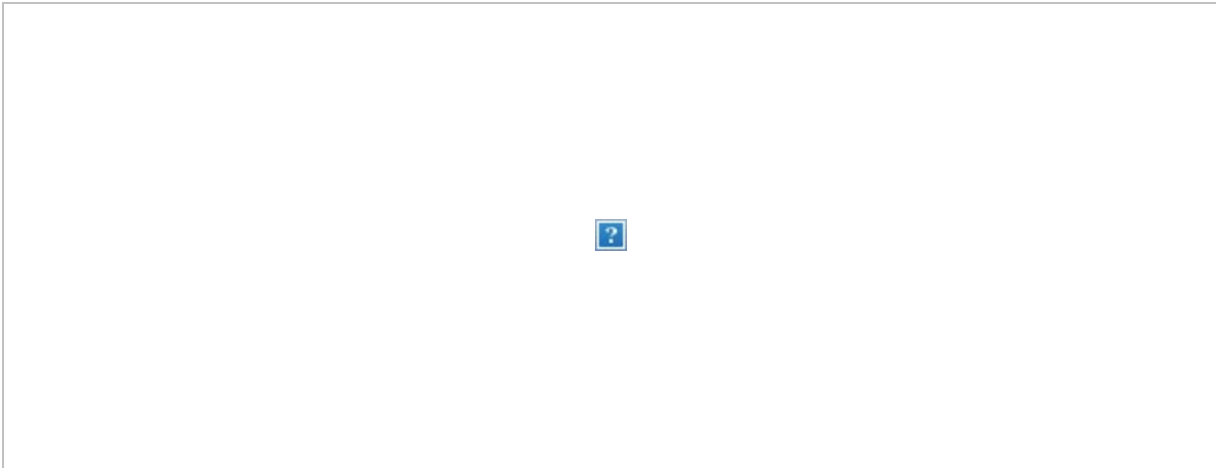
From: [Vittoria Trinchi](#)
To: [Joanna Loebach](#)
Cc: [Meenesh Gopal \(meenesh@khgi.ca\)](#); [Roderick Atkinson](#)
Subject: Support
Date: September 27, 2024 11:50:49 AM
Attachments: [Outlook-m32eitzk.png](#)
[Outlook-xvan41q5.png](#)

Hi Joanna,

Please note that we would be happy to provide you with discounted rates (which should average around \$1500.00 per hotel value in-kind) for your holiday promotion.

Please use the same code which is on St. Jacobs market website.

Thx



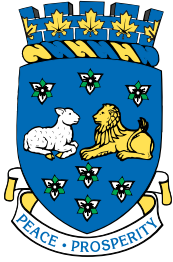
Join us at "Das Bar" at the Hampton Inn and Suites

Open Tuesday-Saturday 5PM-10PM

Daily Specials, and Fantastic Line Up of Drinks



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September 26, 2024

The Right Honourable Justin Trudeau, Prime Minister of Canada

Dear Prime Minister:

Re: Solve the Crisis

Please be advised that the Council of the Regional Municipality of Waterloo at their regular meeting held on September 25, 2024, approved the following motion:

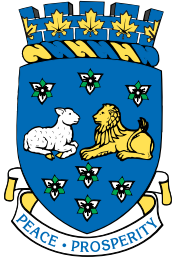
Whereas there is a humanitarian crisis in cities, large and small, urban and rural, across Ontario. We need immediate action at all levels of government, starting with the Province; and

Whereas the homelessness, mental health and addictions crisis continues to grow with 3432 drug related deaths in Ontario in 2023 as well as with an estimated 234,000 Ontarians experiencing homelessness and over 1400 homeless encampments across Ontario communities in 2023; and

Whereas the province has provided additional funding for mental health, addictions and homelessness programs, including the recently announced Homelessness and Addiction Recovery Treatment (HART) Hubs, it does not adequately address the growing crisis and the financial and social impact on municipalities and regions across the province; and

Whereas municipalities and regions are stepping up and working with community partners to put in place community-specific solutions to address this crisis, but municipalities and regions lack the expertise, capacity, or resources to address these increasingly complex health care and housing issues alone; and

Whereas this is primarily a health issue that falls under provincial jurisdiction and municipalities and regions should not be using the property tax base to fund these programs; and



Whereas there is no provincial Minister focused on this crisis leading to unanswered questions that span over a dozen ministries, and a lack of support to manage the increasing needs of those who are unhoused.

Now Therefore be it resolved that the Region of Waterloo supports the Solve the Crisis Campaign;

And calls on provincial and federal governments to commit to immediate action to solve the Humanitarian Crisis that Ontario is facing as the numbers of unhoused individuals and those suffering with mental health & addictions grows exponentially;

AND that the province officially makes Homelessness a Health Priority;

AND appoints a responsible Minister and Ministry with the appropriate funding and powers as a single point of contact to address the full spectrum of housing needs as well as mental health, addictions and wrap around supports;

AND request that the provincial government strike a task force with broad sector representatives including municipalities, regions, healthcare, first responders, community services, the business community and the tourism industry to develop a *Made in Ontario Action Plan*;

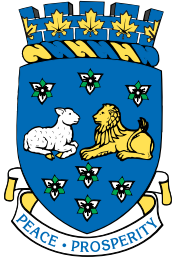
AND that this provincial task force reviews current programs developed by municipalities, regions and community partners that have proven successful in our communities, to ensure that solutions can be implemented quickly and effectively to tackle this crisis.

AND provides the adequate, sufficient and sustainable funding to ensure that municipalities have the tools and resources to support individuals suffering with mental health and addictions, including unhoused people and those from vulnerable populations that may be disproportionately impacted;

And that this Council calls on the residents across the Region of Waterloo to join us in appealing to the provincial and federal governments for support by visiting SolveTheCrisis.ca and showing your support;

And further that a copy of this motion be sent to:

REGIONAL MUNICIPALITY OF WATERLOO



OFFICE OF THE REGIONAL CLERK

150 Frederick Street, 2nd Floor
 Kitchener ON N2G 4J3 Canada
 Telephone: 519-575-4400
 TTY: 519-575-4608
 Fax: 519-575-4481
www.regionofwaterloo.ca

- **The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada**
- **The Honourable Doug Ford, Premier of Ontario**
- **The Honourable Sylvia Jones, Deputy Premier and Minister of Health**
- **The Honourable Paul Calandra, Minister of Municipal Affairs and Housing**
- **The Honourable Michael Parsa, Minister of Children, Community and Social Services**
- **The Honourable Michael Tibollo, Associate Minister of Mental Health and Addictions**
- **Local and area MPs, MPPs and Heads of Council**
- **The Association of Municipalities of Ontario, Ontario's Big City Mayors and Mayors and Regional Chairs of Ontario**

Please accept this letter for information purposes only. If you have any questions please contact Regional Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca

Please forward any written responses to this letter to William Short, Director, Council & Administrative Services/Regional Clerk
regionalclerk@regionofwaterloo.ca

Yours sincerely,

William Short, Director Council and Administrative Services/Regional Clerk

cc: Region of Waterloo Councillor Dorothy McCabe Dorothy.McCabe@waterloo.ca



Infrastructure Services Staff Report

Report Number:	IS08-2024
Report Title:	East Side Lands Sanitary Servicing Environmental Assessment Recommendation
Author:	Ryan Tucker, Engineering Project Supervisor
Meeting Type:	Committee of the Whole Meeting
Meeting Date:	October 8, 2024
eDocs or File ID:	E02
Consent Item:	No
Final Version:	Yes
Reviewed By:	Jared Puppe, Director of Infrastructure Services
Final Review:	Senior Management Team

Recommendation:

That the Council of the Township of Woolwich, considering Report IS08-2024 respecting the East Side Lands Sanitary Servicing Environmental Assessment Recommendation:

1. Endorses the recommended Alternate #7 preferred solution for the trunk sewer servicing and associated future sanitary lift/pumping station locations to service the Breslau East Side Lands; and
2. Authorizes the Director of Infrastructure Services to issue the notice of study completion for the East Side Lands Sanitary Municipal Class Environmental Assessment project, and file the Project File Report with the Municipal Clerk for a minimum 30 day public review period.

Background:

The Region of Waterloo's East Side Lands are coarsely defined by Highway #7 to the North, the Grand River to the West, Shantz Station Road / Speedsville Road to the East and Highway #8 / Highway #401 to the South. Located within the municipal boundaries of the Township of Woolwich, the City of Cambridge, and the City of Kitchener, these Lands are comprised of approximately 4,000 hectares (ha) that are favourably positioned for future employment development due to the proximity to the Region of Waterloo International Airport, Highway 401 and the Metrolinx Rail Corridor.

The East Side Lands have been planned as an area to accommodate future growth within the Region, dating from the 2003 Regional Growth Management Strategy and

confirmed through the approval of the Regional Official Plan (ROP6) in 2015, amended in 2022.

Sanitary capacity for the East Side Lands was first reviewed through the Region of Waterloo's 2007 Wastewater Treatment Master Plan as well as the 2014 East Side Lands Stage 1 Master Environmental Servicing Plan, which concluded that the ultimate servicing corridor for the East Side Lands would direct flows through Cambridge to the Kitchener Wastewater Treatment Plant (WWTP) via a gravity sewer system that will cross above the Grand River.

The Region of Waterloo initiated an Environmental Assessment (EA) in 2015 that was completed in 2017, and finalized in 2018, that was focused on the sanitary servicing for the East Side Lands. The purpose of this Study was to identify the preferred sanitary servicing strategy and conveyance alignment to allow sanitary flows generated by future development within the East Side Lands to be conveyed to the Kitchener WWTP under the ultimate scenario. The preferred sanitary alignment ultimately routed flows through the Pioneer Tower area of Kitchener and over the Grand River to the Kitchener WWTP.

The City of Cambridge initiated an EA in 2016 that built upon the approved 2014 East Side Lands (Stage 1) Master Servicing Plan. The EA was undertaken to determine the preferred alignment for a new north-south collector road for the City's North Cambridge Business Park. As part of the study the final sanitary trunk sewer alignment through the business park as well as an interim sanitary solution for the Stage 1 East Side Lands area was determined until the ultimate servicing outlet to the Kitchener WWTP could be completed. The interim solution consisted of installing a temporary sanitary pumping station (Freeport SPS), which pumps sanitary flows into the gravity sewer located in Cambridge that ultimately drains to the Preston WWTP. Cambridge's business park EA was completed in 2017.

Subsequently, The Township of Woolwich completed a study that reviewed and discussed options for the sanitary trunk sewer that is proposed to traverse the Stage 1 East Side Lands. Two scenarios were reviewed, a deep gravity only sewer, and a shallower sewer with mechanical lift/pump stations. As a result of the study, the Township, in concert with the Region of Waterloo Airport, confirmed that the shallower concept with associated mechanical lift/pump stations was the preferred solution.

The City of Cambridge has currently completed construction of two of the four stages required to extend the East Side Lands Stage 1 trunk sewer through their North Business Park area to the Fountain Street/Kossuth Road intersection. The remaining two trunk sewer phases are slated to be constructed and in service by the end of 2027. The East Side Lands Stage 1 trunk sewer provides the sanitary outlet for the Breslau Stage 2 East Side Lands. Understanding the need to secure sanitary capacity in Cambridge's trunk sewer, the Township, in partnership with the Region of Waterloo Airport, requested that the sewer size be increased to allow for additional sanitary capacity. The increase in the trunk sewer size has provided approximately 500 litres/second of capacity for the Stage 2

lands within the Stage 1 trunk sewer. Since the final outlet for the East Side Lands area is currently in the detailed design phase, with construction timing contingent on sewer monitoring, sewage in the trunk sewer is currently directed to the temporary Freeport SPS. The temporary Freeport SPS is currently sized to accommodate ~75 litres/second of flow, which creates a capacity issue in the system until such time that the downstream sewer is constructed by the Region of Waterloo and connected to the Kitchener WWTP. Prior to Cambridge accepting any sewage from Breslau, a cross border sanitary servicing agreement must be formalized between Cambridge and the Township of Woolwich.

This sanitary servicing EA is being undertaken to determine the preferred location and alignment of the downstream trunk sewer and if/where any sanitary lift/pumping stations would be required. The trunk sewer is planned to connect into the new Cambridge sanitary trunk sewer at the Kossuth Road and Fountain Street intersection.

An overall wastewater servicing strategy is required to determine appropriate trunk sewer alignments within the Stage 2 East Side Lands to support developments that have already been allotted wastewater capacity and to provide sanitary servicing to support the recently expanded ROPA 6 lands within the Breslau area for future development. Staff also understand that a major employer, located within the East Side Lands area, will require municipal servicing to accommodate a major expansion to their existing facilities. This is a significant economic growth opportunity within Woolwich and the Region as a whole. Another important driver is the expansion of the Region's terminal building, which also requires increased wastewater capacity and an appropriate sewer outlet. The airport currently hauls all of their wastewater off site, which is not sustainable with the additional ridership that the airport is forecasting in the near future.

An overview map, which highlights the study area assessed and the proposed trunk sewer alignments and associated vertical infrastructure required to service the overall sewer shed, is included as Appendix 1.

Municipal Class Environmental Assessment

Given the scope and nature of the environmental, social and financial issues related to the proposed Breslau Sanitary Infrastructure, the study is being carried out as a Schedule 'B' Municipal Class Environmental Assessment. The Schedule 'B' process has been followed for this project, which requires the first two phases of the EA planning process to be completed:

- **Phase 1 – Problem definition;**
- **Phase 2 – Identification and evaluation of alternative solutions to determine a preferred solution;**
- Phase 3 – Determine alternative design concepts for the preferred solution;
- Phase 4 – Preparation of the environmental study report;
- Phase 5 – Implementation of the preferred alternative.

Currently, the project team is nearing the end of Phase two and is seeking Woolwich Council's endorsement of the preferred sanitary trunk sewer alignments and sanitary lift/pumping station locations in order for the project to proceed to the design and implementation phase. The next phases of the project will involve detailed design, geotechnical investigation, refining costs, addressing property requirements, and ultimately constructing the initial sanitary trunk sewer to the current northern construction limits of the project (Menno Street).

Public consultation is a key component of the Municipal Class Environmental Assessment process. The public were invited to provide comments on the project through the Notice of Study Commencement and two Public Consultation Centres (PCC), which were advertised in the Woolwich Observer on March 14th/21st, 2024 and June 20th/27th, 2024. Woolwich residents affected by this study were generally those who reside/own property within the settlement of Breslau or are located along the various route options that were being considered. As such, all property owners within and around the settlement of Breslau were mailed the notice of study commencement for the project. All project notices, including the slide shows presented at the PCCs are available on the Township's engagement website for review and comment by the public.

The PCC to present the initial study findings and trunk sewer alignment options was hosted virtually starting on March 13, 2024. Although PCC #1 material is still available for consumption on the engagement page, Staff did ask for comments to be submitted by March 27th. The Township received less than 10 comments through the first PCC. Although website data from the virtual PCC identified almost 150 individuals visited the engagement site to review the PCC materials, Staff received very little feedback from the public, and most questions were related to specific property impact inquiries.

The second PCC for the project presented two potential gravity trunk sewer alignments that would service the majority of the East Side Lands in Woolwich. Since both trunk sewer alignments serviced similar areas, the project team thought that obtaining public feedback on the two alternatives may help to identify the preferred alternative. Similar to the first PCC, the second PCC was also held virtually where interested parties could download the PCC content and provide comments to the project team. Notices were posted in the Woolwich Observer on June 20th and 27th. Similar to PCC #1, the material for PCC #2 is still available for download and review as of the date of this meeting. Only one question was submitted during the initial commenting period for PCC #2, which was related to sanitary servicing of an existing property in Breslau. Data from the engagement website identified almost 140 individuals visited the site to review the PCC #2 material. The project team also received comments from properties that have interest in undertaking development in the future.

In concert with the public consultation efforts, the project team engaged other stakeholder agency groups and communities, which included: the Region of Waterloo, Grand River Conservation Authority (GRCA), Federal and Provincial Ministries, and Aboriginal Communities. The Ministry of the Environment, Conservation and Parks (MECP)

provided direction on which Aboriginal Communities were to be consulted through the project. The communities identified to be consulted included the Mississaugas of the Credit and Six Nations of the Grand River [both elected and Haudenosaunee Confederacy Chiefs Council (HCCC)/Haudenosaunee Development Institute (HDI)]. Identified communities were sent all of the project notifications, including the notice of study commencement. The communities were also sent draft copies of the archaeological, cultural heritage, and ecological reports, and were asked to articulate any concerns with the findings or recommendations. The Township received responses from the Mississaugas of the Credit as well as Six Nations of the Grand River (elected council) in relation to the draft reports. Comments from Aboriginal Communities were incorporated into the final versions of the reports, where possible. Due to funding requests that did not coincide with the Township's engagement framework, HCCC/HDI did not provide specific project comments to the Township.

Comments:

The Municipal Class EA study has followed the planning and design process of the October 2000, as amended in 2007, 2011, 2015 & 2023 Municipal Engineers Association (MEA) Municipal Class Environmental Assessment document for roads, water and wastewater projects. The Township is completing the Municipal Class EA planning process applicable to Schedule 'B' projects. Schedule 'B' projects include new facilities and major expansions to existing facilities that are considered to have a potential for significant environmental impacts. These projects are approved under the Environmental Assessment Act once the required phased process is complete which includes filing the Project File Report providing a 30 day public review period that is followed by an additional 30 day internal review period by the Ministry of Environment, Conservation, and Parks.

To aid Township Staff in understanding the potential impacts related to the broad environment surrounding the proposed Breslau sanitary servicing works, the following studies were completed by Associated Engineering and their consulting team as part of the EA.

Archaeological

An archeological stage 1 assessment was completed as part of the EA, which reviewed areas of potential archeological significance within the study area along the proposed trunk sewer routes and sanitary station locations. Although the majority of the proposed trunk sewer alignments are contained within existing Township and Region of Waterloo right of ways, areas where additional archaeological investigation will be required were identified through the stage 1 assessment. Areas identified for additional study are recommended to be reviewed by pedestrian survey, or test pitting at 5m intervals to confirm if they contain any archaeological potential. Areas identified for stage 2+ assessment are proposed to be reviewed in greater detail through the detailed design process.

The stage 1 archaeological assessment was shared with all Aboriginal Communities identified through the project to ensure that comments from the communities were reviewed and addressed at an early stage in the archaeological review process. Aboriginal communities identified through the EA process will also be invited to partake in any archaeological stage 2+ field work as part of the detailed design assignment.

Cultural Heritage

A cultural heritage resource assessment was completed to determine existing cultural heritage features within the study area. Three properties were identified as having cultural heritage significance within close proximity to the proposed trunk sewer alignments and sanitary stations. Recommendations from the cultural heritage assessment suggest that vibratory monitoring around these properties should be undertaken to ensure that the properties are not adversely impacted during construction. A culvert that carries the Randall Drain below Fountain Street North was also identified as having potential cultural heritage significance since it was constructed in 1930. A specific Cultural Heritage Evaluation Report (CHER) was undertaken for this structure which showed that the structure does not have cultural heritage value or interest. Since the majority of the proposed trunk sewer alignment is contained within existing Township and Regional right of ways, cultural heritage impacts are anticipated to be minimal. Vibration monitoring of identified properties that have cultural heritage significance/potential will be undertaken prior to and during construction, where necessary.

Natural Environment

An Environmental Impact Study (EIS) was completed to identify Species At Risk (SAR) located within the study area and to provide recommendations on mitigation of impacts to SAR. The project study area contains Regionally Significant Woodlands, several Provincially Significant Wetlands (PSW) collectively identified as the Breslau Wetland Complex and an Environmentally Sensitive Policy Area designated by Woolwich Township, all of which are designated as Core Environmental Features by the Region of Waterloo. The majority of the subject lands are also located within the Grand River Conservation Authority's Regulation Limit, as the area contains three small tributaries to a regulated watercourse (Hopewell Creek) as well as the PSWs. As part of the environmental work completed, the project team performed field surveys to define the areas flora and fauna, including aquatic habitat (where required). The study area screening identified suitable habitat for 30 Species at Risk and 24 Species of Conservation Concern (SCC), although only 5 SAR and 3 SCC were observed during the field work to be present within the study area. The five SAR identified within the study area are Eastern Meadowlark, Henslow's Sparrow, Bank Swallow, Midland Painted Turtle, and Snapping Turtle. The three SCC identified within the study area are Eastern Wood-Pewee, Wood Thrush, and Barn Swallow. Additional screening is also recommended to confirm the presence of bat nesting habitat in trees identified for

removal during construction. The EIS provides mitigation recommendations to protect any species found within the study area. The recommendations contained in the EIS, as well as recommendations from the GRCA, will be implemented into the project as part of the detailed design. Some examples of mitigation measures include temporary tree protection fencing, vegetation removals to occur outside of identified breeding and nesting seasons, inclusion of additional native tree planting to compensate for required tree removals, and ensuring that trees damaged during construction are pruned appropriately.

Trunk Sewer Routes

The project team reviewed 11 potential alternate routes along four general trunk sewer alignments through the EA process. All trunk sewer alignments were considered to outlet to the East Side Lands Stage 1 Cambridge trunk sewer which is currently proposed to terminate at Kossuth Road and Fountain Street. Appendix 2 shows the routes explored by the project team, which are described below. Trunk sewer alternative one generally followed Fountain Street to the north and turned west onto Woolwich Street South, extending to approximately Andover Street. Alternative alignment two ran north along Fountain Street to and along the future Breslau Connector Road, and then north along Greenhouse Road. Alternative three contained four routes that generally ran through the western portion of the study area, as far east as Cober Road. Alternative four contained five routes that generally ran through the eastern portion of the study area, up to Shantz Station Road.

The project team refined the list of 11 potential alignments down to seven distinct alternatives, which were subject to evaluation through the decision matrices. The decision matrices generally compared each of the seven alternatives based on anticipated impacts to the natural environment, social environment, technical requirements, as well as financial constraints. Each of the four broad categories had specific components that allowed the project team to compare each alternative in more detail, which allowed for a preferred alternative to be identified. The natural environment component reviewed impacts to natural features such as wetlands, watercourses, and woodlots, whereas the social environment criteria focused on impacts to archaeological and cultural heritage features. The technical environment review focused on planned future works, minimizing impacts to existing infrastructure/roadways, as well as considering operational issues in the near term and future, as well as trying to reduce difficult construction conditions. The financial environment review focused on the initial capital cost of construction, life cycle costs, as well as economic development opportunities.

The first four alternatives reviewed through the project all required that a large deep sanitary pumping station would need to be installed near the Township's southern border with Cambridge, located near the Kossuth Road/Fountain Street intersection. The sanitary station requirement stemmed from the fact that the depth of the sewer through the first four alternatives was proposed to be deeper than the receiving sewer at the

Cambridge border. The remaining alternatives explored, alternatives five through seven, were optimized to operate utilizing gravity only, and thus serviced only specific areas of the Townships East Side Lands. Since the gravity trunk sewer routing explored did preclude some properties from directly connecting to the proposed trunk sewers, additional smaller sanitary lift/pumping station locations were identified to service the remaining East Side Lands Stage 2 area. Alternate seven was specifically created in an effort to combine alternatives five and six and optimize them into a solution that allowed flexibility around the final routing and timing of construction, with the intent that the solution would provide maximum flexibility for implementation moving forward.

The project team is recommending that the Township endorse alternative seven. This alternative negates the need for a large, deep 600+ litre/second sanitary station near the Kossuth Road and Fountain Street intersection, and instead utilizes two smaller sanitary lift stations positioned in strategic locations within the Stage 2 East Side Lands.

The proposed smaller sanitary lift stations would be implemented once development pressures require the sanitary capacity, which allows staging of the sanitary infrastructure, instead of installing a very large station on day one. The trunk sewer associated with alternative seven would connect directly into the Cambridge trunk sewer on Fountain Street, without the need for a sanitary station on day one, and would still service the majority of the Airports proposed development, as well as residential and industrial/commercial development within the East Side Lands.

Vertical Infrastructure Station Locations

Through a thorough review of the study area, the project team identified that the majority of the area could be serviced via gravity, thus negating the requirement for a large sanitary pumping station at, or near, the Fountain Street Kossuth Road intersection. Through alternative 7 not all of the study area lands can be serviced via gravity though, and as such, sanitary pumping/lift stations will be required to service the remainder of the study area. The project team has identified that two sanitary lift/pumping stations will be required to permit servicing for the remainder of the study area. The first station is proposed to service the existing industrial/commercial area on Woolwich Street South, as well as the new Madison West residential subdivision, including the recently acquired Region of Waterloo land parcel proposed to house a new GO Station and affordable housing. Preferably the location of the new sanitary station would be in close proximity to the proposed gravity trunk sewer, and as such the project team reviewed three potential alternate site locations to house the proposed station. The first potential location explored for the station was at 5111 Fountain Street, approximately 300m north of where the trunk sewer is proposed to turn onto Fountain Street, and would require a shallow local sewer along Fountain Street to connect to the proposed trunk sewer. The second alternative site reviewed was located at the corner of Jetliner Court and Fountain Street, on the Region's hanger site. Alternative two is in close proximity to the proposed trunk sewer, and services the majority of properties on Fountain Street, except properties to the west, where the land slopes towards the Grand River quite quickly. The third location

explored was located adjacent to Otter Court on the west side of Fountain Street. This location required an additional trunk sewer be installed between Jetliner Court and Otter Court. The site also has slope stability concerns due to the close proximity to the Grand River. Appendix 3 shows the locations explored to house the proposed sanitary station. Ultimately, the project team is recommending that alternative two, the station proposed at Jetliner Court, is the preferred site location.

Although the second sanitary station is anticipated to be located near the intersection of Shantz Station Road and Menno Street, the planning horizon is too far away to confirm a preferred location for the future station, since many factors can change prior to the need for the station to be implemented. The second station will need to be reviewed through a future EA or potential development application.

Interdepartmental Impacts:

Approving the trunk sanitary sewer alignments and associated future vertical sanitary stations for the Woolwich East Side Lands will feed directly into the Breslau Secondary Plan update, which the Township's Development Services team is currently overseeing. The Breslau Secondary Plan will provide a framework for how development is planned to occur in the Breslau area in the future to the 2051 planning horizon.

Financial Impacts:

The Township's East Side Lands have been identified as a key growth area for the municipality and the Region as a whole, with the potential for major economic development once the area obtains shovel ready status through the installation of municipal services. The East Side Lands Sanitary Servicing Environmental Assessment (EA) project is the first major step to unlocking the economic potential for the East Side Lands within the Township of Woolwich, and will also provide wastewater capacity for employment and future residential buildout as well. Council's endorsement of this EA will set the general trunk sewer alignments within the Township's East Side Lands and allow for detailed design to proceed, with the intent to have the western leg of the trunk sewer installed to Menno Street in Q4 2027. Staff will include anticipated construction costs for the installation of the trunk sewer starting in the 2026 budget for Council approval. Staff will ensure funding sources are confirmed prior to issuing the tender for the construction works.

In order for the project to proceed to implementation of the preferred alternative the following items need to be addressed through detailed design:

- Geotechnical investigation along preferred trunk sewer routing;
- Additional studies to inform the final trunk sewer alignment (archaeological stage 2+, baseline vibration monitoring, bat nesting survey, etc.)
- Prepare detailed design for the trunk sewer alignment;

- Enter into an agreement with the Region of Waterloo to allow the trunk sewer to traverse their property;
- Enter into a cross-border agreement with the City of Cambridge;
- Prepare a legal survey to define any new areas required for easements; and,
- Obtain required permits (GRCA major permit, DFO review).

Additional Work Required Prior to Construction

Detailed Design and Tendering	\$ 350,000
Geotechnical Investigation	\$ 150,000
Legal Survey (Easements)	\$ 30,000
<u>Permitting (GRCA/DFO)</u>	<u>\$ 20,000</u>
Grand Total	\$ 550,000

Budgetary values to complete the initial gravity trunk sewer works for the preferred alternative, as well as the cost to complete the remaining sanitary stations including the eastern leg of the trunk sewer have been prepared by Associated Engineering. Due to the anticipated implementation costs to complete the capital works, and the potential funding sources available to complete the work, including development charges, cost sharing agreements and debenture funding, a comprehensive financial plan will be required. Through the detailed design exercise, the project team will refine the construction cost estimates and prepare a detailed financing plan to be presented to Council prior to tendering the trunk sewer construction project.

Upon Council's approval of this EA, Staff will issue a request for quotation to undertake the required geotechnical investigation works, and will also issue a request for proposal to complete the detailed design works. Sufficient budget was included in the 2024 capital budget to proceed with the geotechnical and detailed design works in 2024. Additional budget to complete the remaining required design work will be included in the 2025 capital budget, for Councils approval.

Community Strategic Plan Impacts:

The East Side Lands Sanitary Environmental Assessment project in Breslau supports the Township of Woolwich's strategic direction to "*Develop Master Servicing Plans*", with a goal to "*Cultivate long-term economic prosperity*". This is being accomplished through the project by defining the future sanitary servicing alignments for the Townships East Side Lands, which will direct how future development occurs in the area, in conjunction with the update to the Breslau Secondary Plan.

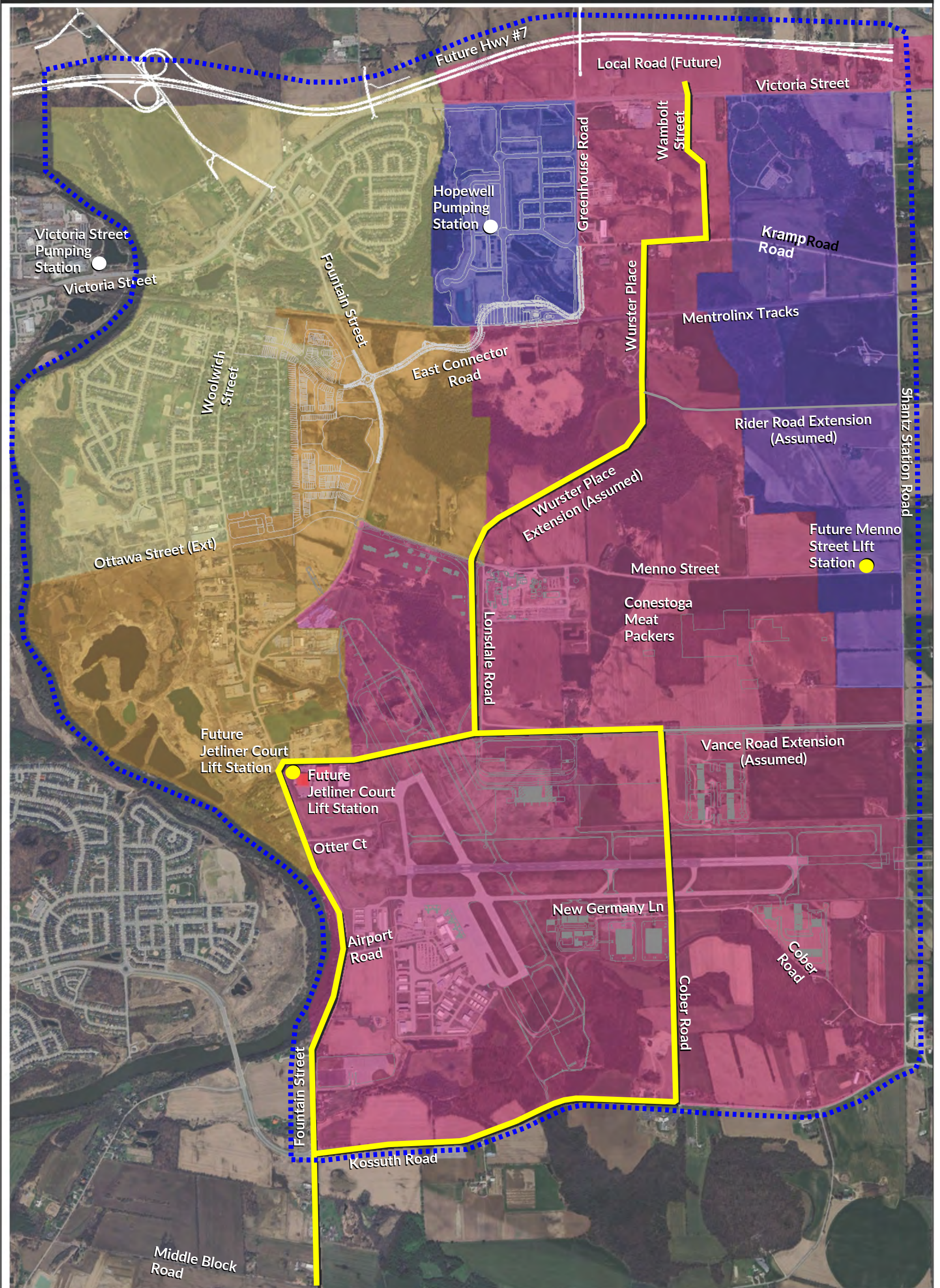
Conclusion:

Through the Breslau Sanitary Municipal Class Environmental Assessment project many different trunk sewer and sanitary station alternatives were reviewed and analyzed. The

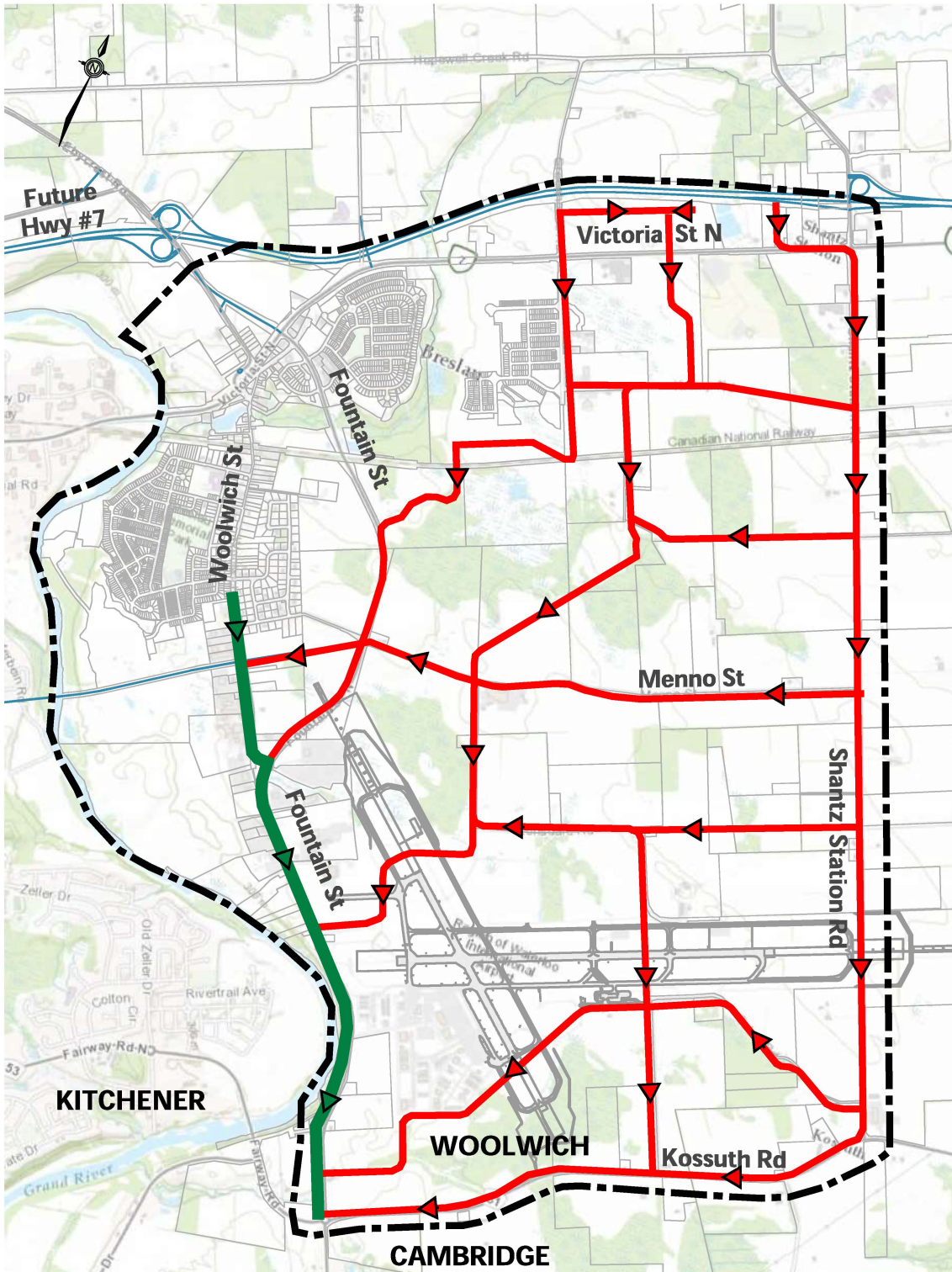
project team also consulted with the public as well as major stakeholders to determine and mitigate potential concerns for the multitude of alignments and sites assessed. Through a rigorous analysis, the project team is recommending that Alternative 7 be endorsed as the preferred alignment, since it provides sanitary servicing for the majority of the Breslau East Side Lands without the need for a large sanitary lift/pumping station. This alternative allows the most flexibility with respect to timing for determining when each leg of the trunk sewer maybe constructed. Township Staff are recommending that the detailed design and construction of the western leg of alternative seven (Fountain Street to Jetliner Court to Lonsdale Road to Menno Street) start detailed design as soon as possible, with the intent to have the trunk sewer installed along the western alignment and in service by Q4 2027. Township Infrastructure Services Staff plan to include budget to complete the detailed design in the 2025 capital budget, with construction anticipated in 2026 and 2027.

Attachments:

1. Study Area Location Map – Alignment, Catchments, Sanitary Stations
2. Sanitary Trunk Sewer Routes Reviewed – 4 Routes with 11 Alignments
3. Initial Sanitary Lift Station Locations Reviewed



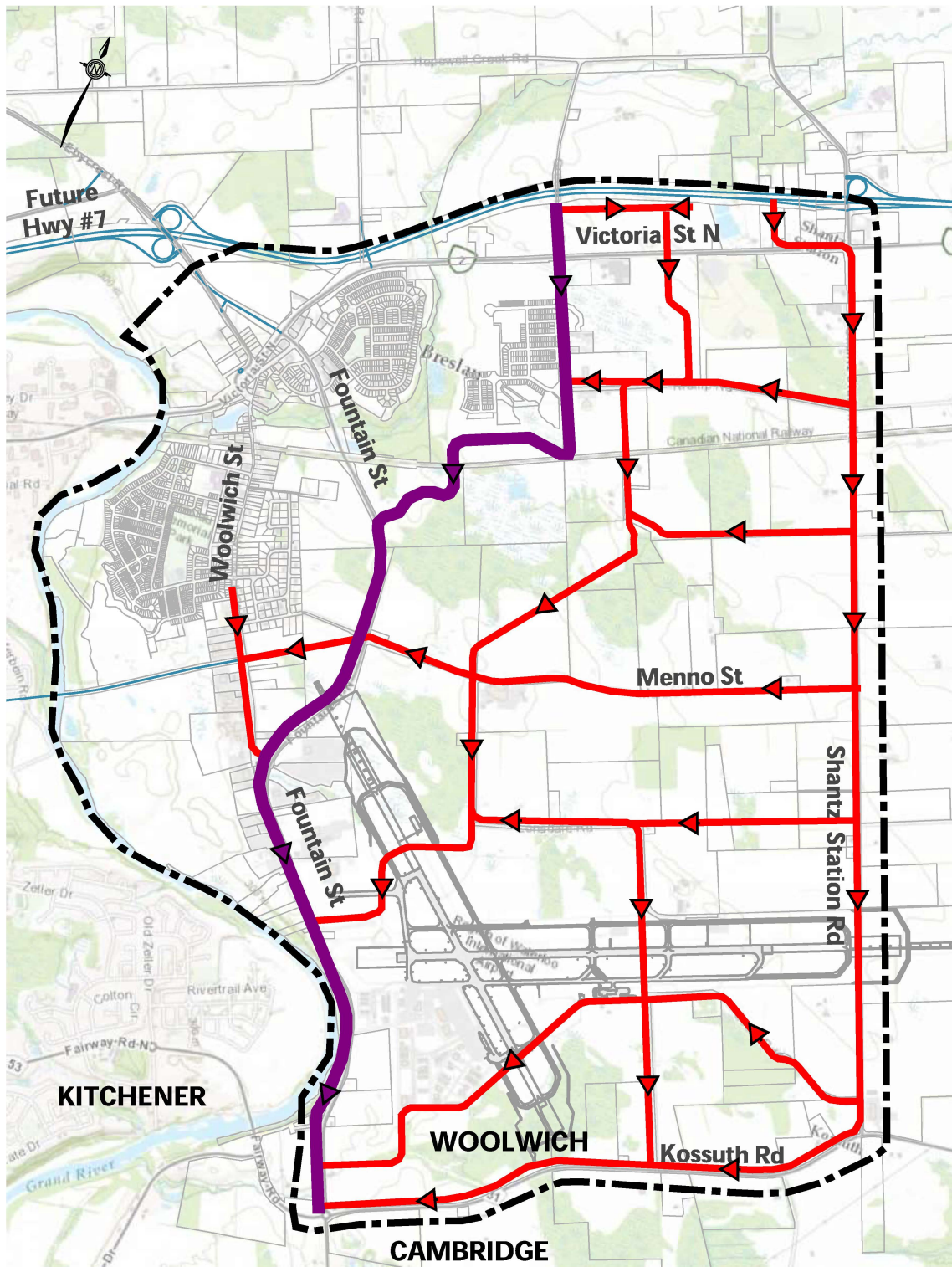
- Area Draining to Victoria Street Pump Station
- Area Draining to Future Jetliner Court Lift Station
- Area Draining to Gravity Sewer Outlet
- Area Draining to Future Menno Street Lift Station
- Area Draining to Existing Hopewell Pump Station
- Class EA Study Area Boundary
- Alternative #7 Preferred Solution



Legend:

- Study Area Boundary
- Trunk Sewer Alt #1
- Future Local Sewer

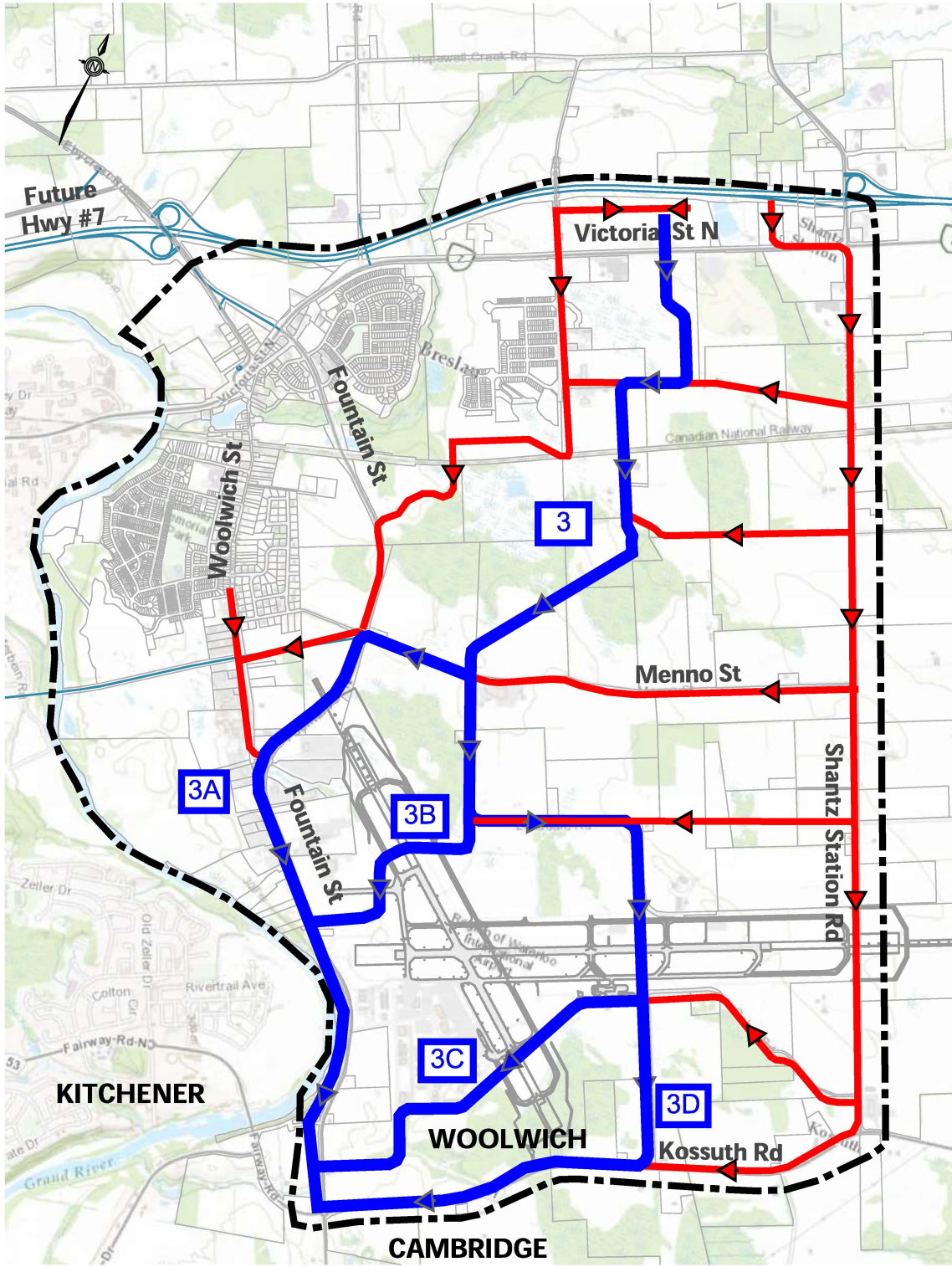
**East Side Lands (Woolwich) Sanitary Servicing EA
Trunk Sewer - Alignment #1**



Legend:

- Study Area Boundary - - - -
- Trunk Sewer Alt #2 █
- Future Local Sewer ←

**East Side Lands (Woolwich) Sanitary Servicing EA
Trunk Sewer - Alignment #2**



Legend:

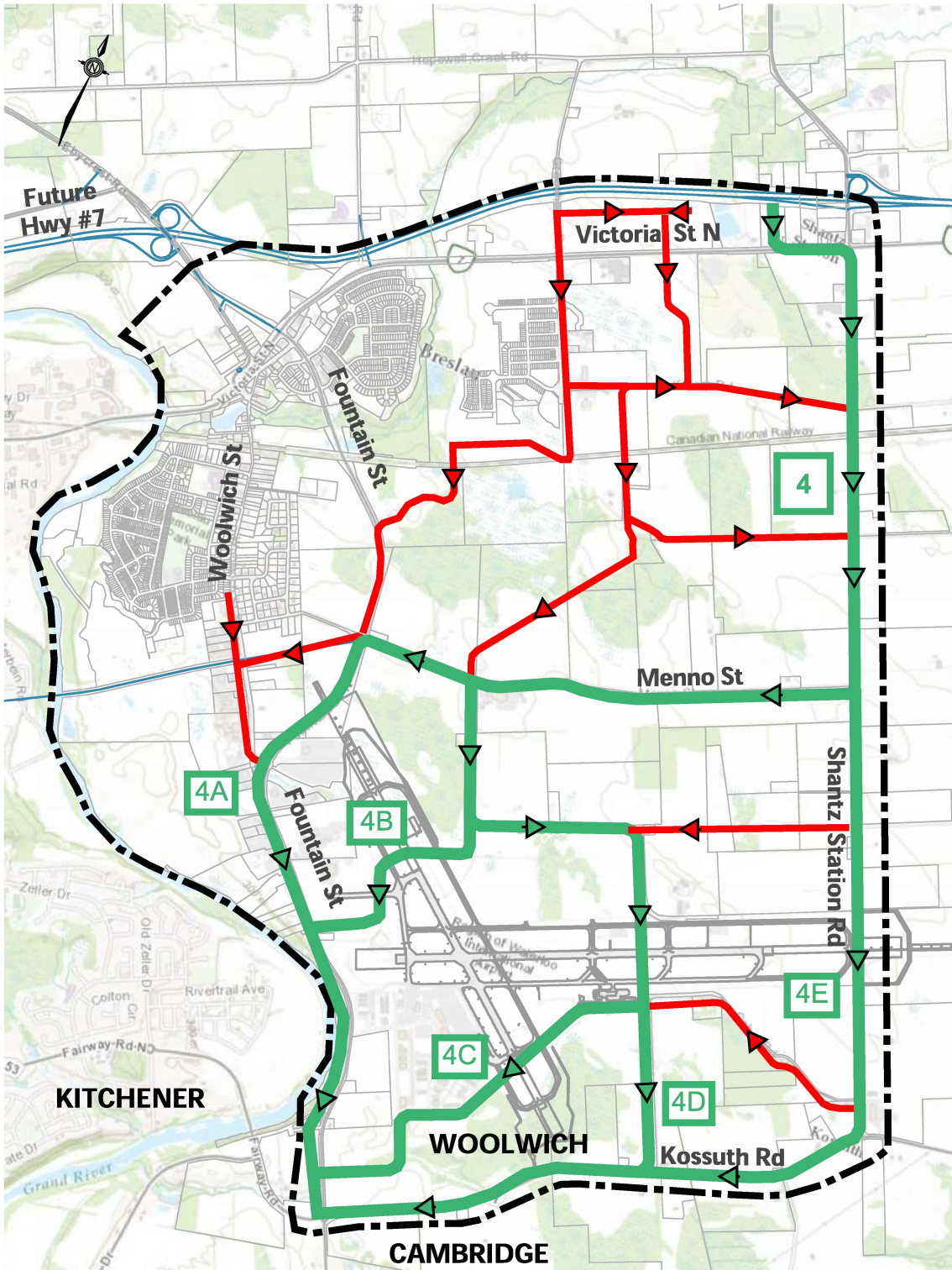
- Study Area Boundary - - - -
- Trunk Sewer Alt #3 █
- Future Local Sewer ←

**East Side Lands (Woolwich) Sanitary Servicing EA
Trunk Sewer - Alignments #3A, 3B, 3C & 3D**



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Engineering

GLOBAL PERSPECTIVE,
LOCAL FOCUS.



Legend:

- Study Area Boundary - - - -
- Trunk Sewer Alt #4 ————
- Future Local Sewer ←———

East Side Lands (Woolwich) Sanitary Servicing EA
Trunk Sewer - Alignments #4A, 4B, 4C, 4D & 4E

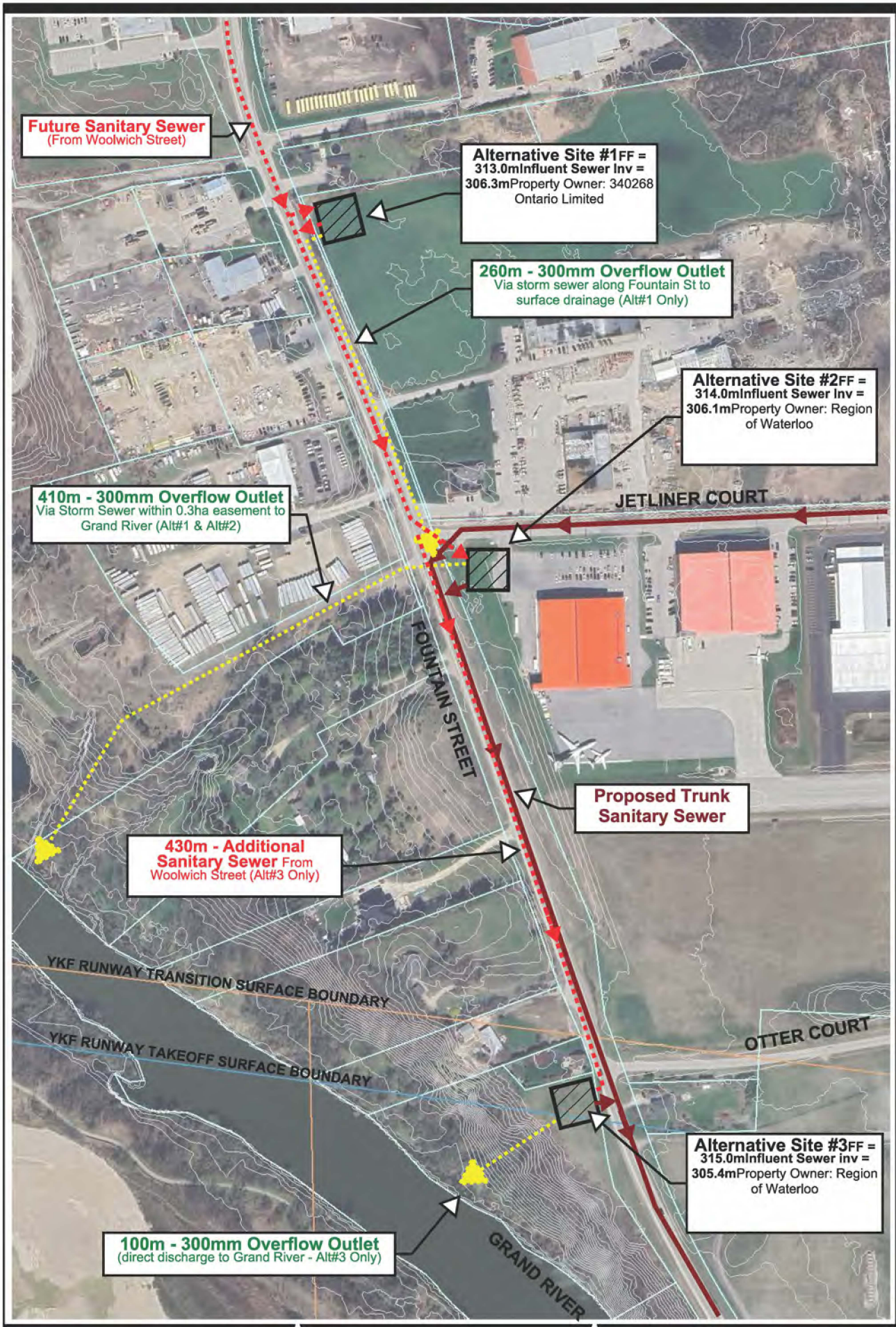


FIGURE X-X
East Side Lands Sanitary Servicing EA
Alternative Lift Station Sites



Region of Waterloo

**East Side Lands:
Woolwich Sanitary Servicing
Class Environmental Assessment**

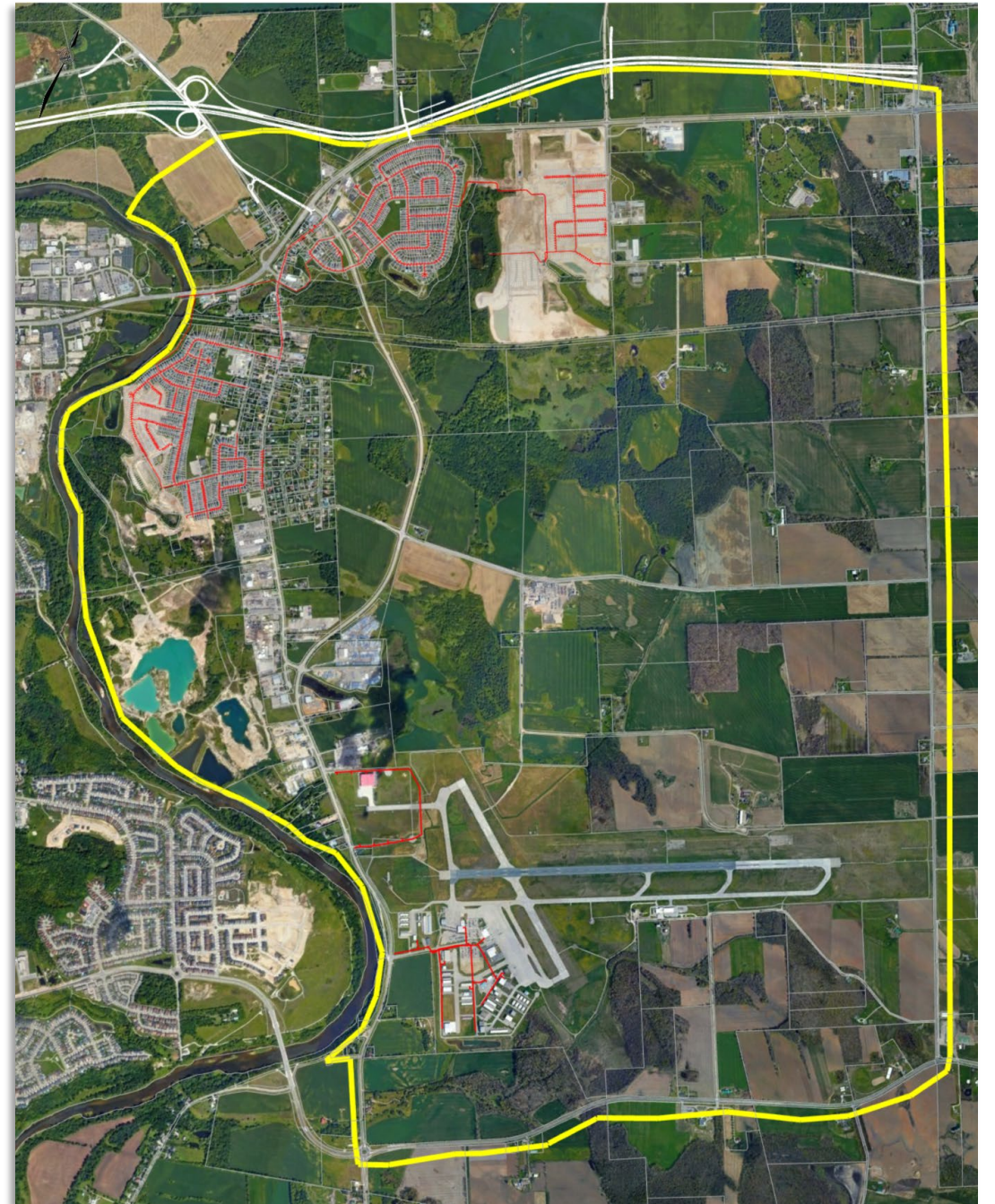
Welcome

**Presentation to Woolwich Council
October 8, 2024**



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GLOBAL PERSPECTIVE.
LOCAL FOCUS.

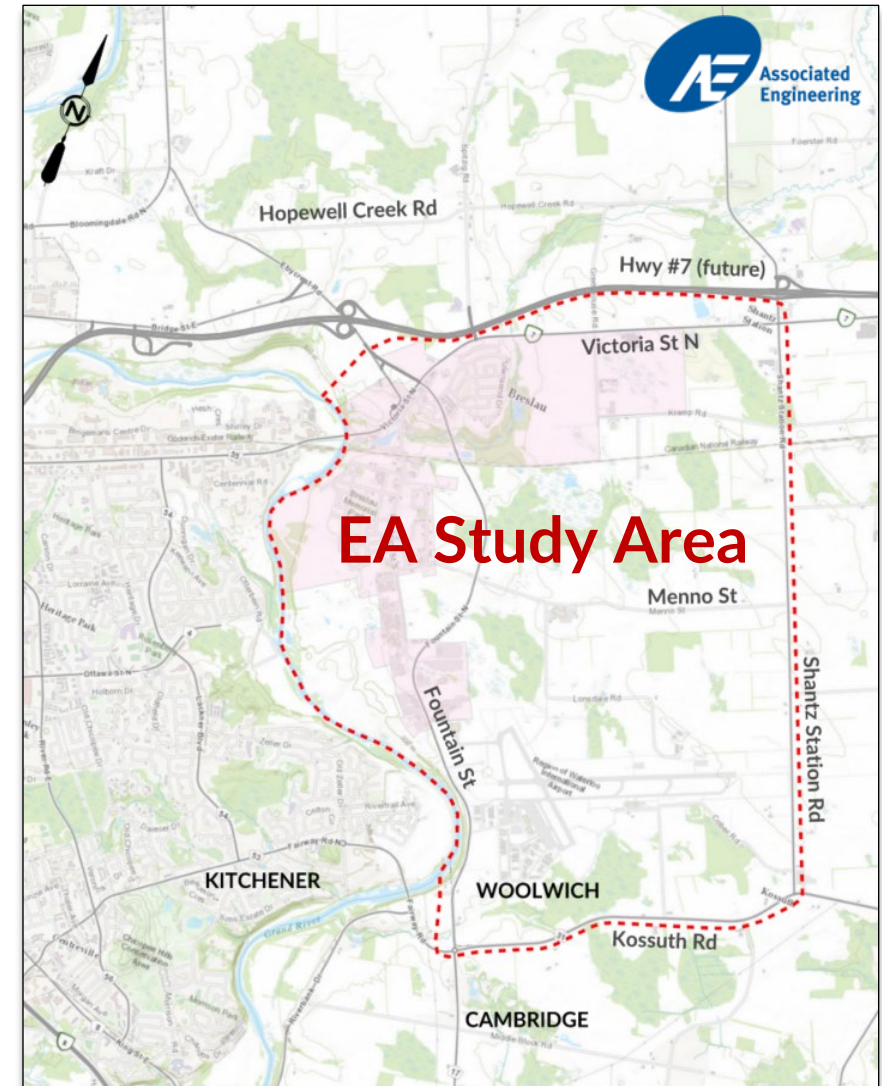
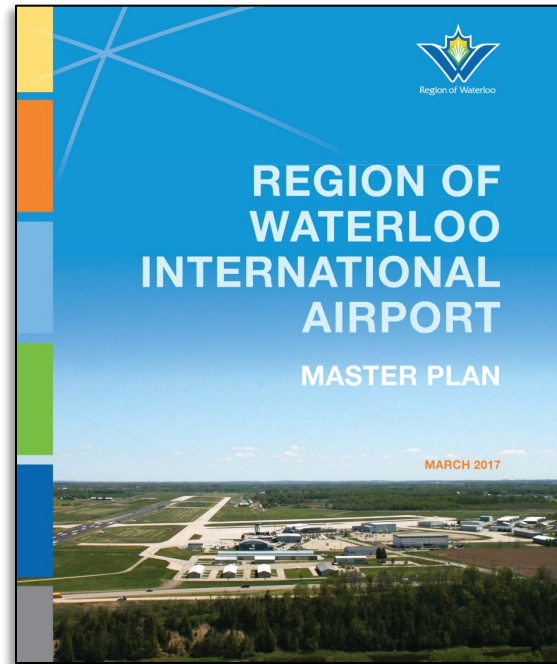
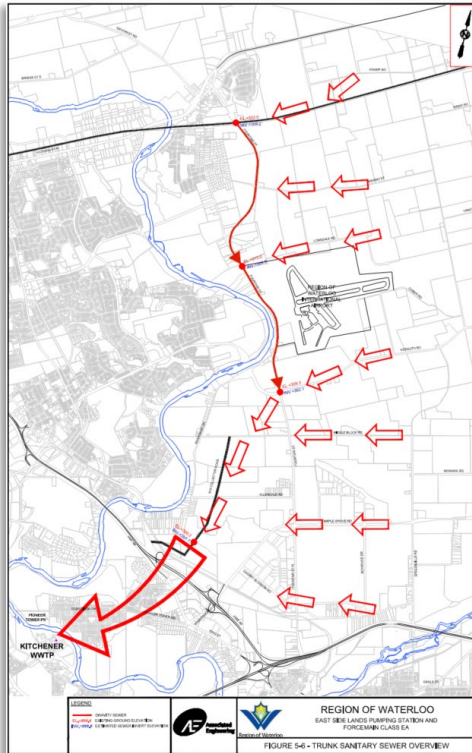


Overview

- Study Area & Project Scope
- Existing Infrastructure & Downstream Outlet
- Sanitary Drainage Areas & Flow Rates
- Future Sewer Network (Ultimate Buildout)
- Alternative Sanitary Servicing Solutions
- Recommended Preferred Solution
- Next Steps

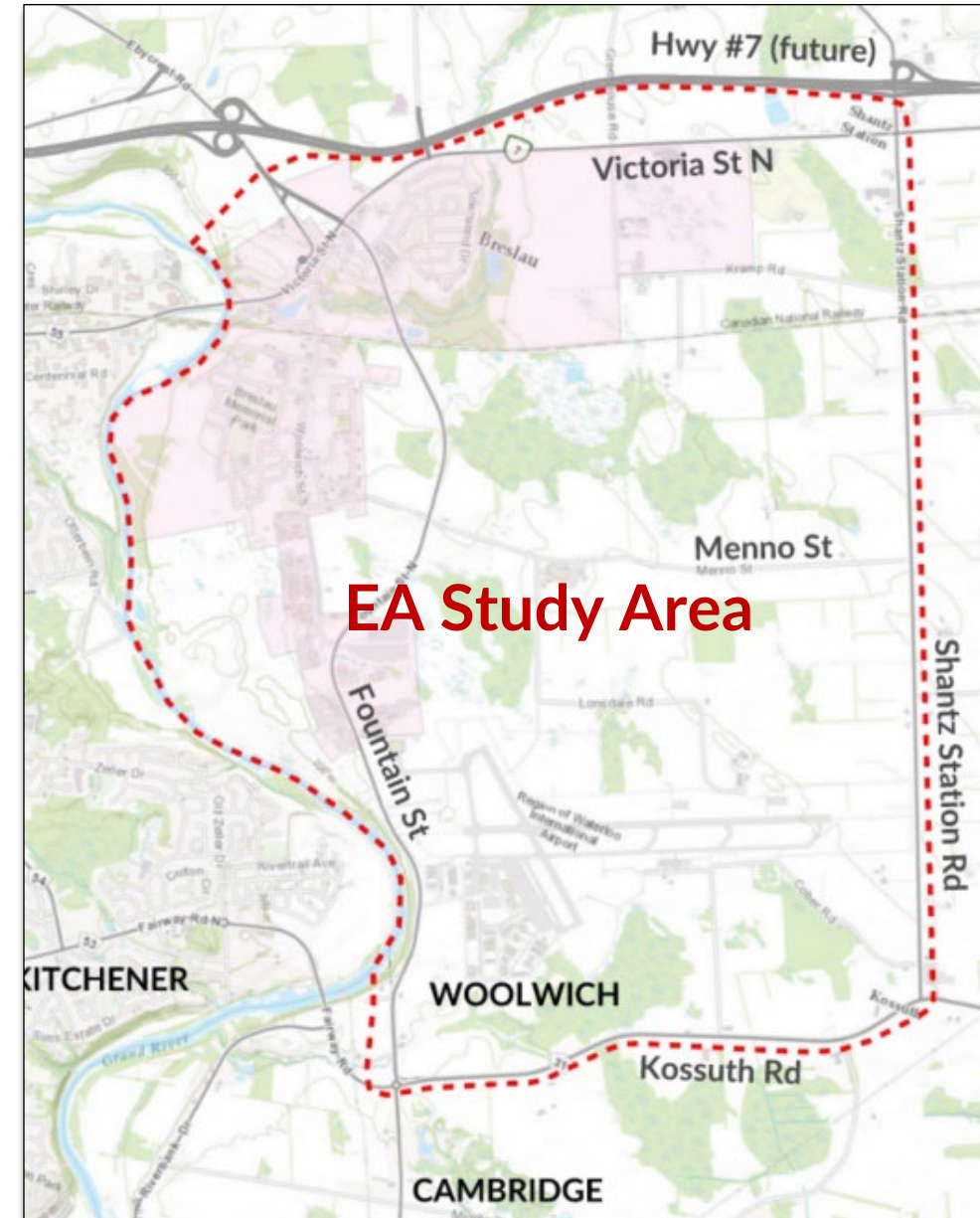
Project History & Context

- **East Side Lands Sanitary Servicing EA**
(Region of Waterloo 2014-2018)
- **North Cambridge Business Park Class EA**
(City of Cambridge - 2017)
- **Airport Master Plan**
(Region of Waterloo - 2017 & 2024)



EA Study Area & Key Stakeholders

- Focus on Township of Woolwich Lands
- Existing Breslau Community
 - Serviced by the Victoria Street Pumping Station
- Expanded Breslau Boundary
 - Future Hwy #7, Shantz Station Rd and Kossuth Rd
- Key Stakeholders:
 - Region of Waterloo and Region of Waterloo Airport (YKF)
 - Future Developments in Breslau
 - Industry Partners
 - e.g. Conestoga Meat Packers, Safety-Kleen
 - City of Cambridge



EA Problem Statement

Sanitary Servicing for the settlement of Breslau is currently provided through a cross-border agreement with the City of Kitchener which allocates partial capacity of the Victoria Street Pumping Station to the Township of Woolwich. As development continues to evolve in Breslau, the use of that capacity is approaching its limits. Planned development / expansion of existing industries near and around the Breslau area as well as surrounding the Region of Waterloo International Airport (YKF) presents an imminent need for new sanitary servicing infrastructure.

Furthermore, the Township's urban boundary in the East Side Lands, which had previously been defined by the Township's Breslau Secondary Plan in 2017. This expansion further increases the need for sanitary servicing infrastructure.

Building on the approved 2018 East Side Lands Sanitary Servicing EAs as well as the recent Airport Master Plan and other known development, sanitary servicing infrastructure that is required to support existing and future developments within the Township of Woolwich's portion of the East Side Lands.

Specifically, suitable infrastructure is required to collect and convey flows from the northern portions of the study area to the southwest limit of the Township of Woolwich. This infrastructure is needed to service the lands north of Menno Street by sanitary servicing infrastructure that is implemented by the Region of Waterloo and the City of Cambridge.

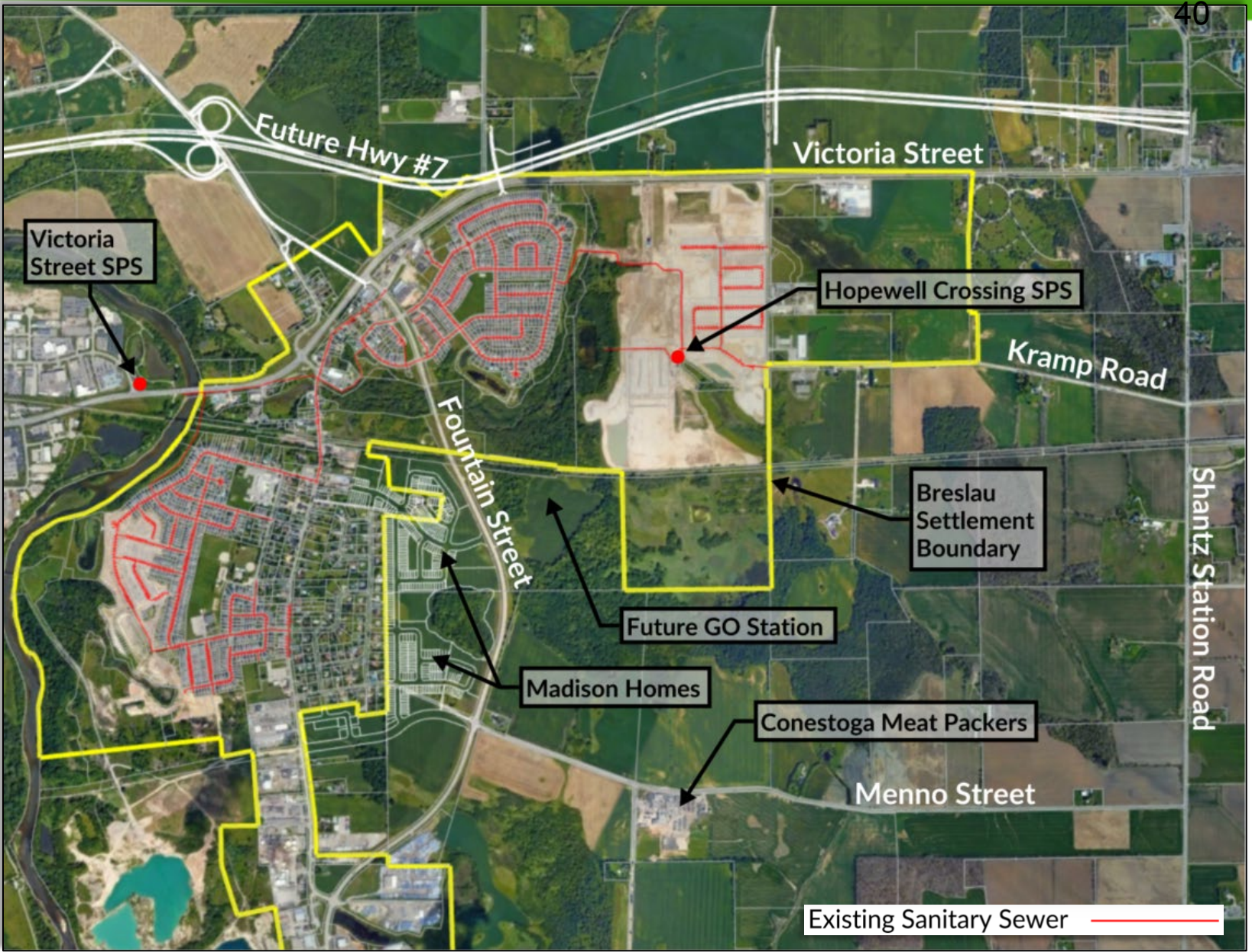
It is anticipated that the new Woolwich servicing infrastructure will include a combination of local and/or trunk gravity sewers, pumping/lift station(s) and possibly pumping station(s) and forcemain(s).

The focus of this EA study is to identify the future sanitary servicing infrastructure that will be required, with a focus on the alignment of the main trunk sewer and location of a new pumping / lift station at the southwest limits, needed to service the Woolwich lands south of Menno Street. Furthermore, this study will aim to identify the future sewer alignment(s) and potential additional pumping stations that may be required to service the lands north of Menno Street.

Existing Sanitary Infrastructure

Existing Breslau is serviced by the City of Kitchener's Victoria Street Sanitary Pumping Station (Max. Allowable Flow* = 189 L/s)

* Maximum sanitary flow rate based on the 2017 Cross Border Service Agreement with the City of Kitchener



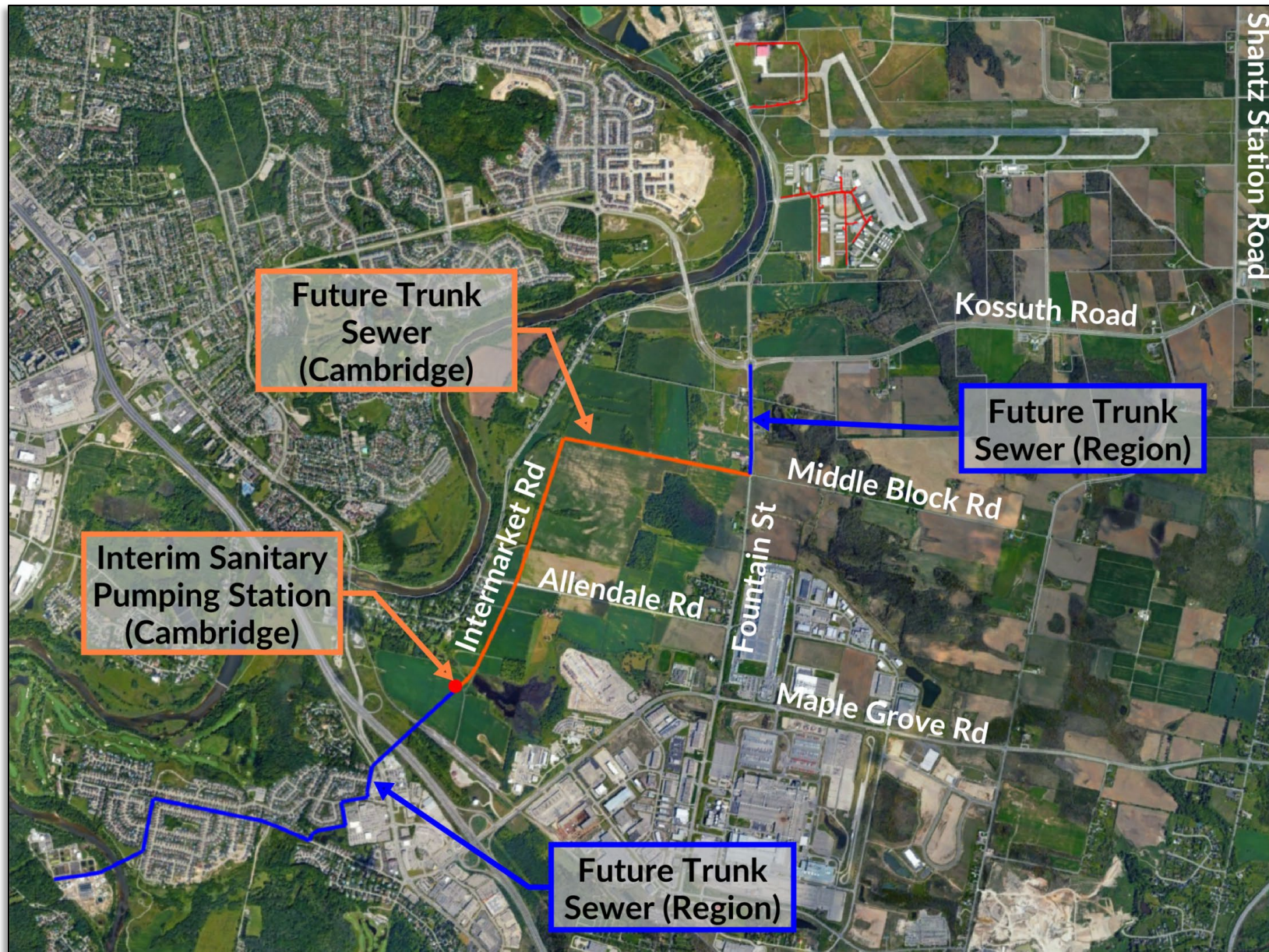
Existing Sanitary Infrastructure

The Region of Waterloo Airport and existing industrial producers require servicing upgrades to accommodate current and future planned expansions.



Planned Downstream Sewer Outlet

Future trunk sewers downstream of Woolwich are being constructed by the Region of Waterloo and the City of Cambridge

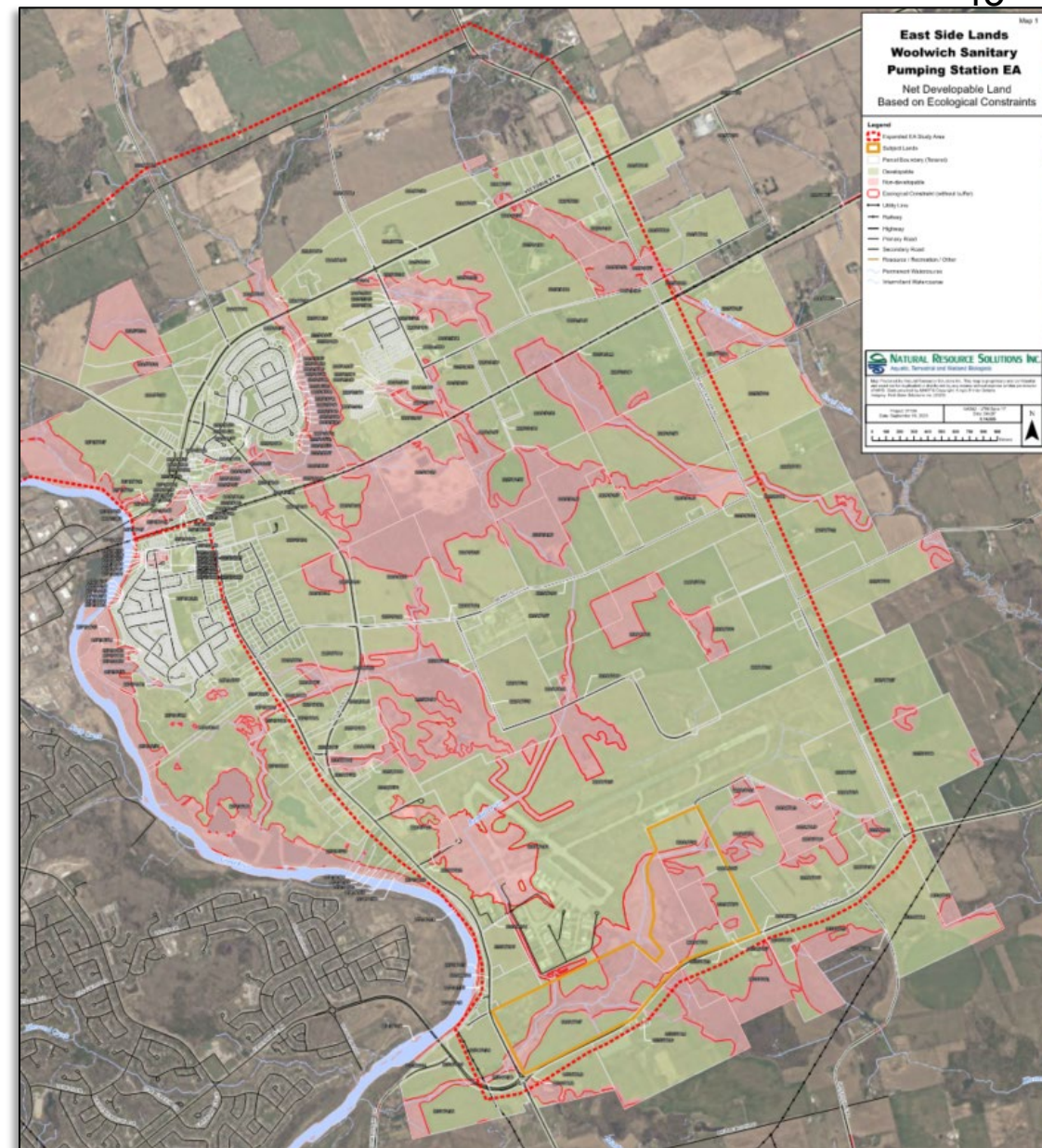


Sanitary Drainage Areas & Flow Rates

Detailed analysis of existing land uses and property ownership.

Exclusion of **Environmental Constraint areas** to determine “**Net Developable Areas**” to be used to calculate design flow rates.

Design Peak Flow Rate: 679 L/s



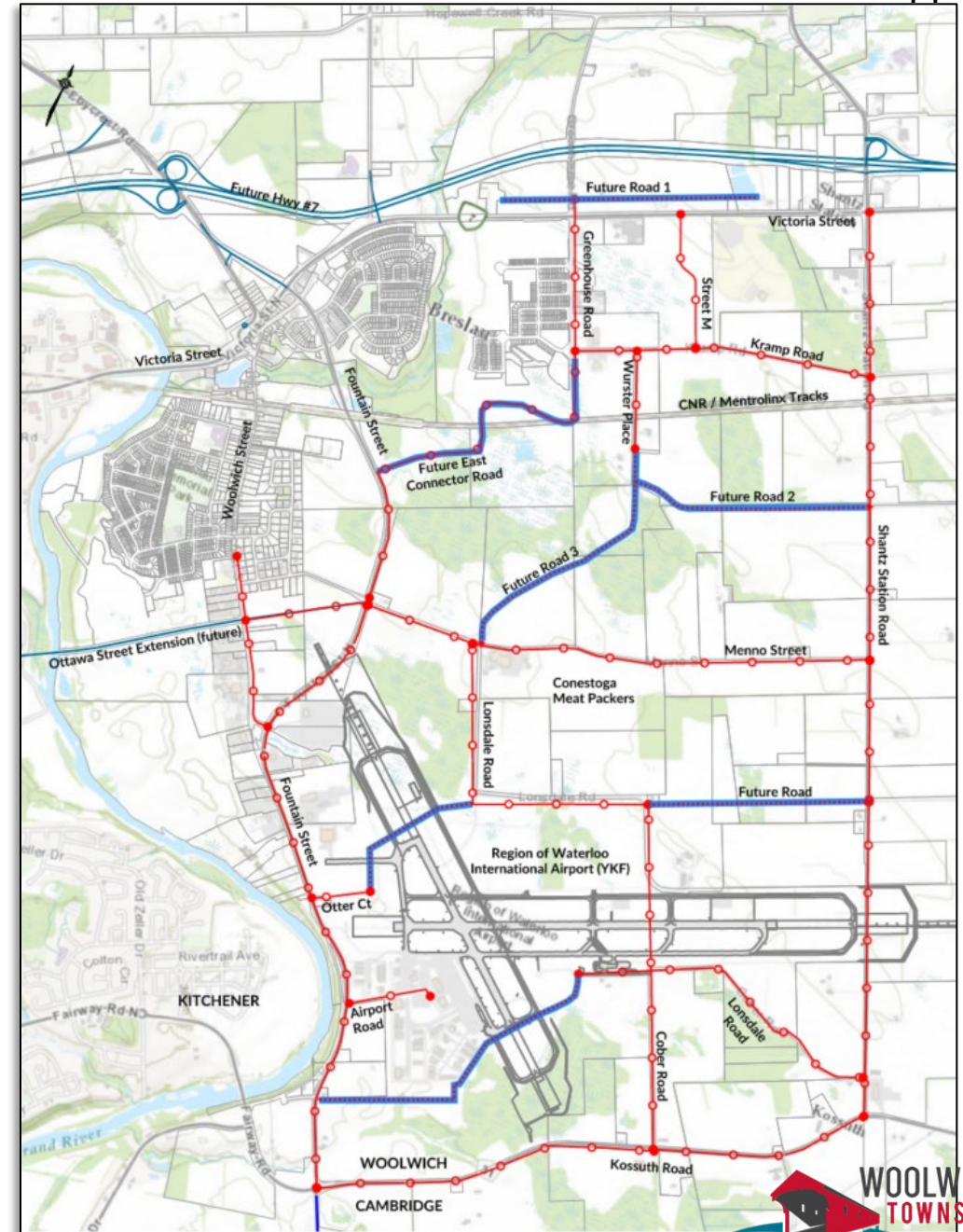
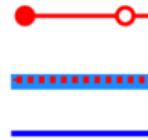
Assumed Future Sewer Network

Ultimately and as lands develop over time, the existing roads will be upgraded and will typically include new sanitary sewers. Some new roads have been assumed based on net developable areas (to be confirmed or adjusted by future planning studies).

A focus of this EA study is to determine the alignment for ultimate “Trunk” Sewer(s).

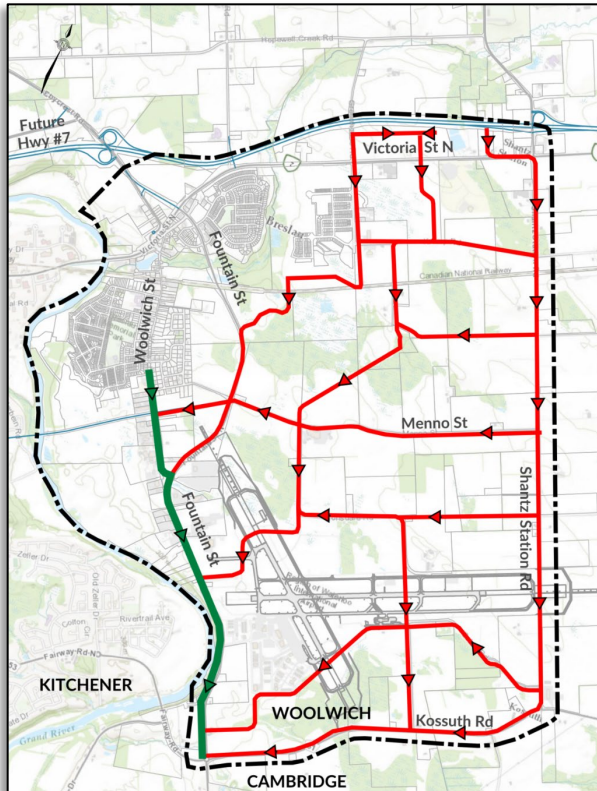
Legend

- Anticipated Future Sanitary Sewer (On Ex. Road)
- Possible Future Sanitary Sewer (On Possible Future Road)
- Planned Trunk Sanitary Sewer (RMW)



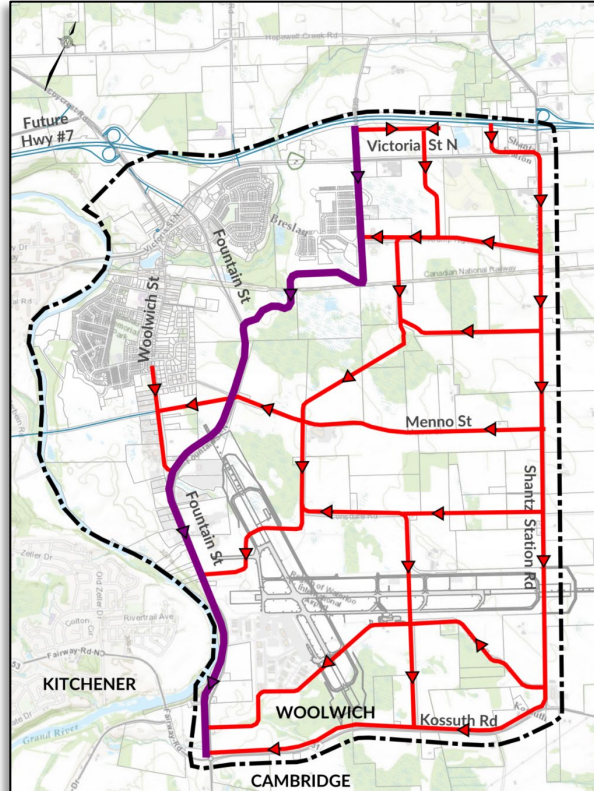
Trunk Sewer Alternative Alignments

Alignment #1



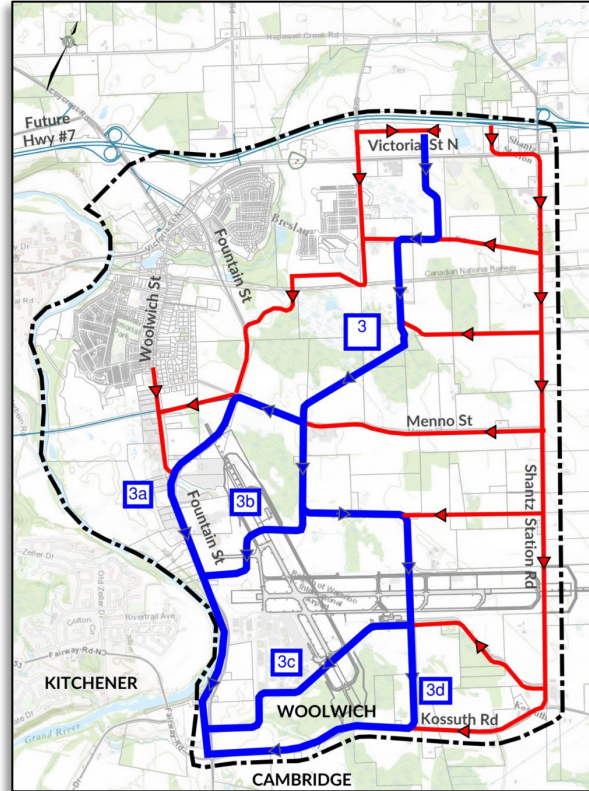
- Legend:**
- Study Area Boundary
 - Trunk Sewer Alt #1
 - Future Local Sewer

Alignment #2



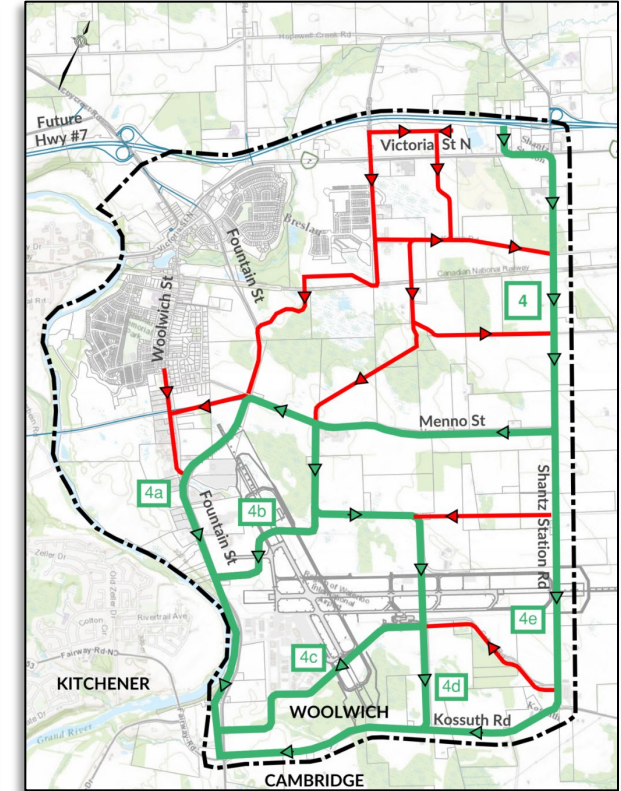
- Legend:**
- Study Area Boundary
 - Trunk Sewer Alt #2
 - Future Local Sewer

Alignment #3 (ABCD)



- Legend:**
- Study Area Boundary
 - Trunk Sewer Alt #3
 - Future Local Sewer

Alignment #4 (ABCDE)



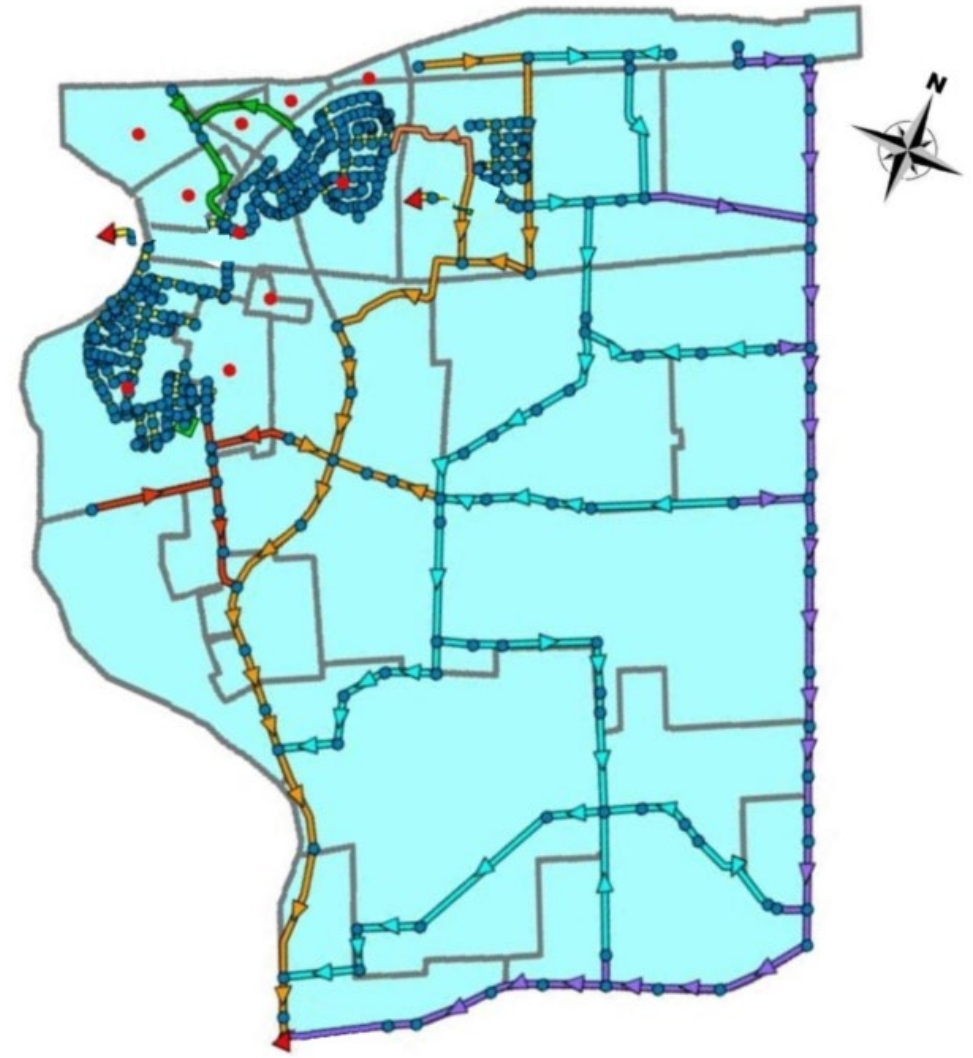
- Legend:**
- Study Area Boundary
 - Trunk Sewer Alt #4
 - Future Local Sewer

Trunk Sewer Alignments & Analysis

Gravity Sewer Depth Analysis

Alternative Alignments	Trunk Only D/S Depth (m)	All Sewers D/S Depth (m)
Alt. Trunk #1	12.2	18.2
Alt. Trunk #2	10.6	16.9
Alt. Trunk #3A	10.6	16.9
Alt. Trunk #3B	9.0	15.6
Alt. Trunk #3C	12.8	20.1
Alt. Trunk #3D	14.4	21.0
Alt. Trunk #4A	16.9	19.7
Alt. Trunk #4B	15.6	18.5
Alt. Trunk #4C	20.1	22.9
Alt. Trunk #4D	21.0	23.8
Alt. Trunk #4E	14.6	23.8

- 1 Alt. Trunk #1 - Woolwich + Fountain
- 2 Alt. Trunk #2 - Greenhouse Road to East Connector to Fountain
- 3 Alt. Trunk #3A = Street M + Wurster Place + New Road + Menno + Fountain+
- 4 Alt. Trunk #3B = Street M + Wurster Place + New Road + Lonsdale + Otter + Fountain
- 5 Alt. Trunk #3C = Street M + Wurster Place + New Road + Lonsdale + cross runway + Norseman + Fountain
- 6 Alt. Trunk #3D = Street M + Wurster Place + New Road + Lonsdale + cross runway+Cober+ Kossuth
- 7 Alt. Trunk #4A = Victoria + Shantz Station + Menno + Fountain
- 8 Alt. Trunk #4B = Victoria + Shantz Station + Menno + Lonsdale + Otter + Fountain
- 9 Alt. Trunk #4C = Victoria + Shantz Station + Menno + Lonsdale + runway + Norseman + Fountain
- 10 Alt. Trunk #4D = Victoria + Shantz Station + Menno + Lonsdale + Runway + Cober + Kossuth
- 11 Alt. Trunk #4E = Victoria + Shantz Station + Kossuth

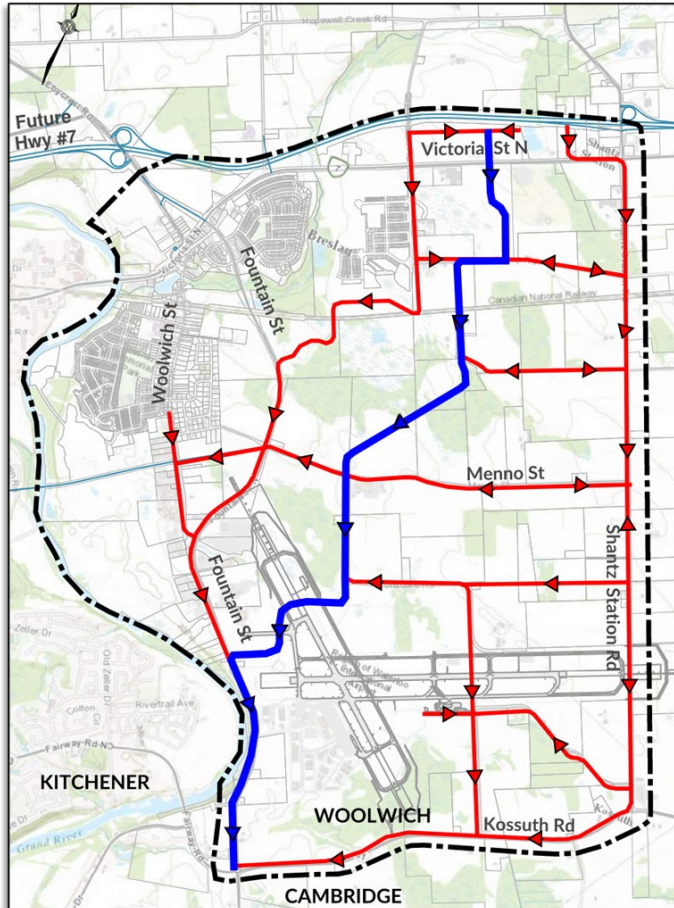


Alternative Sanitary Servicing Solutions

Scenario	Alignment #3B	Alignment #3D
<p>Scenario # 1: Gravity sewers only, plus a large deep lift station at the downstream end (Fountain and Kossuth).</p>	<p>Alt #1</p>	<p>Alt #3</p>
<p>Scenario #2: Gravity sewers + smaller lift stations (as needed for sewer depths < 10m), plus a large deep lift station at the downstream end (Fountain and</p>	<p>Alt #2</p>	<p>Alt #4</p>
<p>Scenario #3: Optimized version of Scenario #2 with flatter sewers... avoids large deep lift station.</p>	<p>Alt #5</p>	<p>Alt#6</p>

Alternative Sanitary Servicing Solutions

Alignment 3B



Alternative #1 – (3B) Gravity Sewers Only (Deep) + Lg Lift Station @ Fountain/Kossuth

Alternative #2 – (3B) Gravity Sewers (10m max) + Local LS + Lg Lift Station @ Fountain/Kossuth

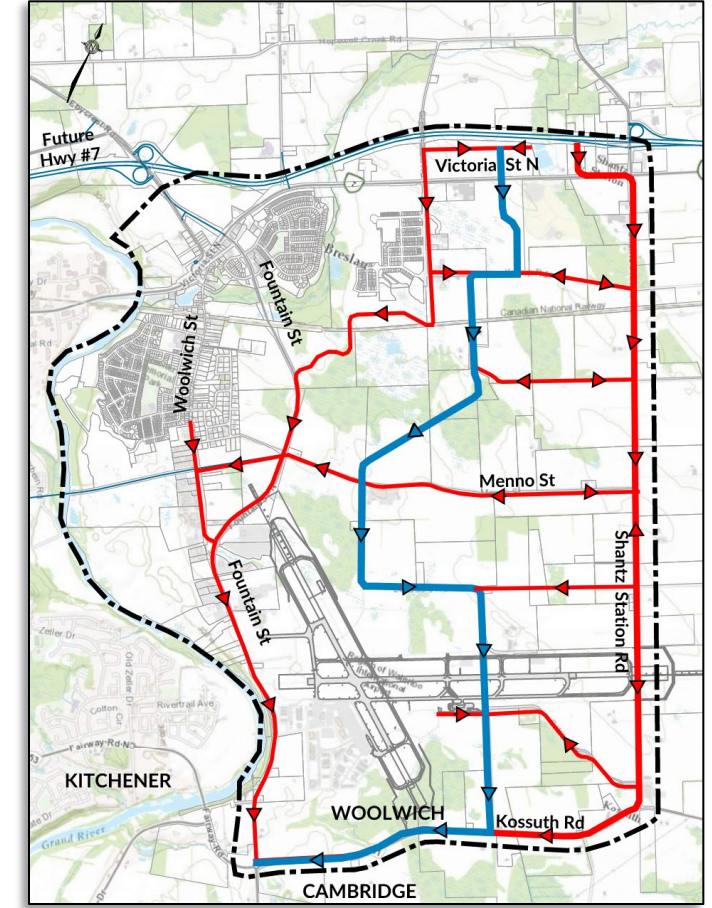
Alternative #3 – (3D) Gravity Sewers Only (Deep) + Lg Lift Station @ Fountain/Kossuth

Alternative #4 – (3D) Gravity (10m max) + Local LS + Lg Lift Station @ Fountain/Kossuth

Alternative #5 – (3B Optimized*)
Gravity Sewers + Local LS

Alternative #6 – (3D Optimized*)
Gravity Sewers + Local LS

Alignment 3D



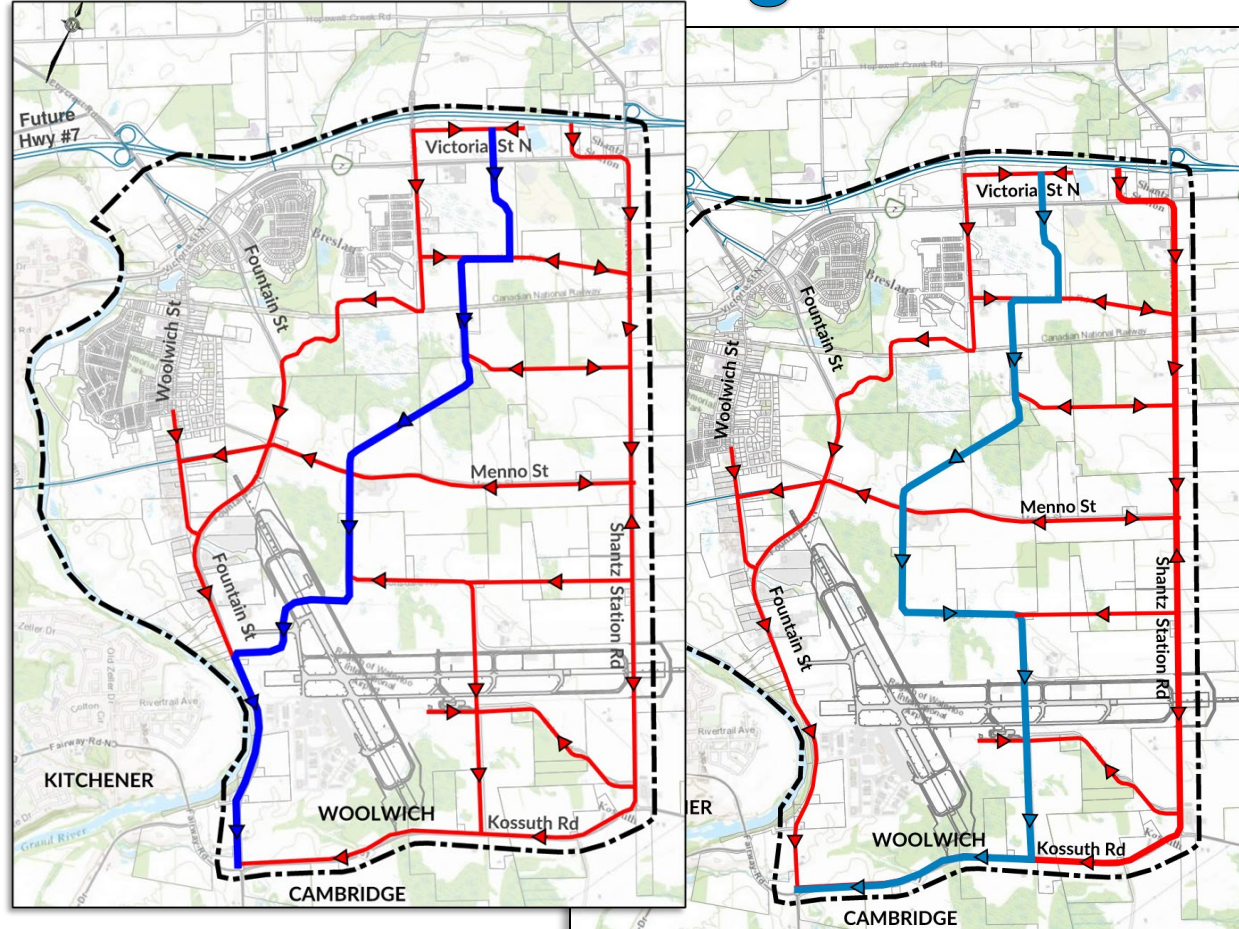
Alternative Sanitary Servicing Solutions

Note that the alternatives developed considered the entire sanitary servicing system, including:

- Trunk Sewers
- Local Sewers
- Pumping (Lift) Stations

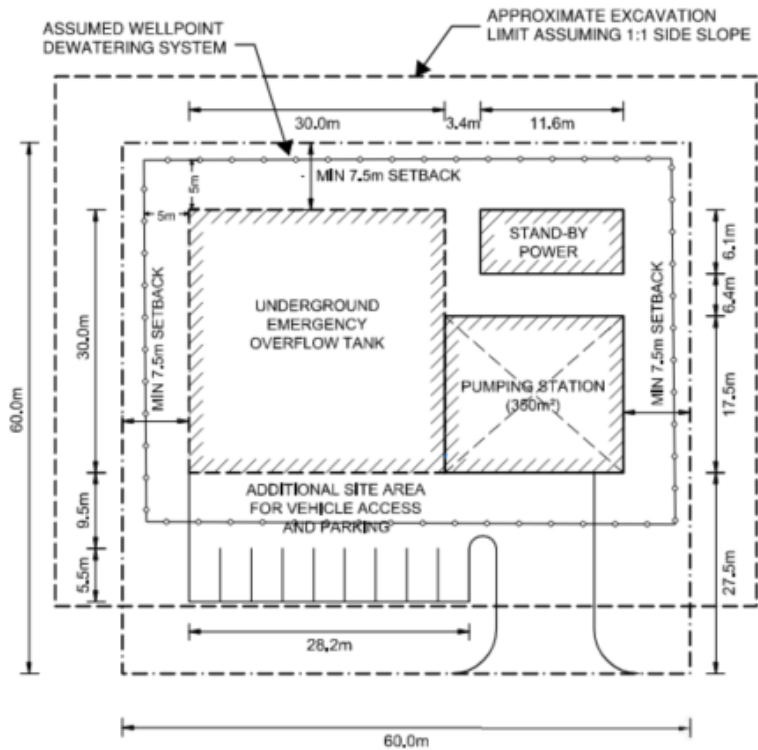
Alignment 3B

Alignment 3D

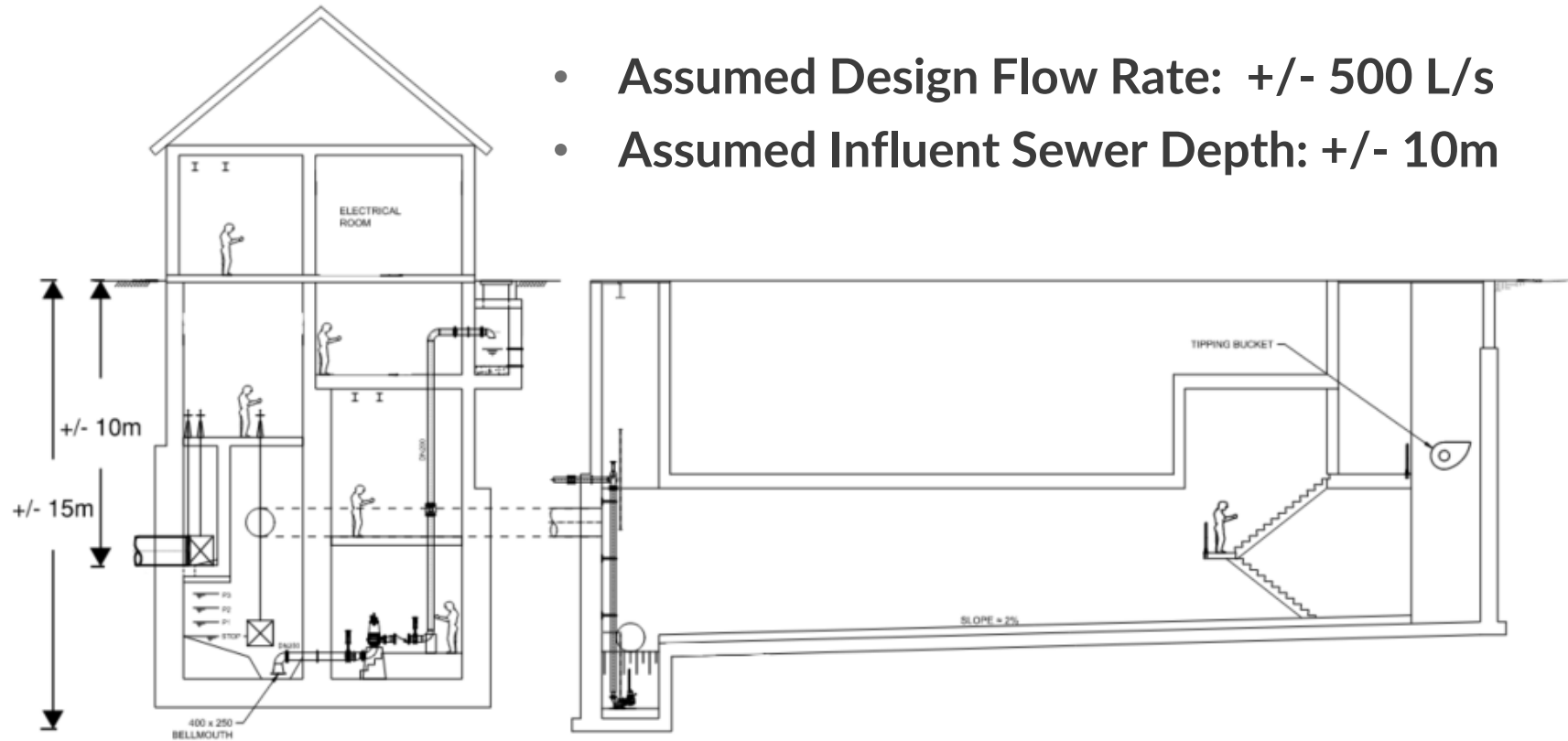


Preliminary 'Baseline' Pumping Station Sizing & Layout

- Assumed Design Flow Rate: +/- 500 L/s
- Assumed Influent Sewer Depth: +/- 10m



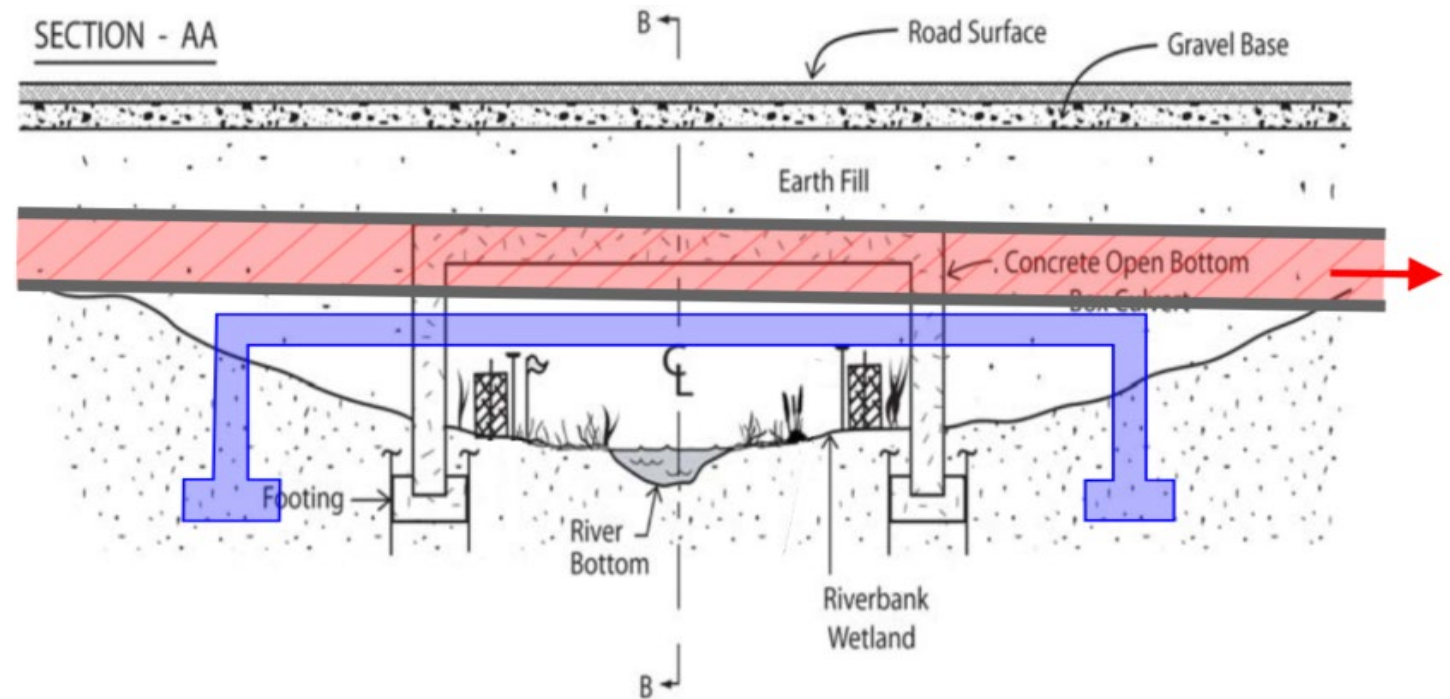
**PRELIMINARY SITE LAYOUT
PLAN VIEW**
(NOT TO SCALE)



**PUMP STATION & STORAGE TANK
CROSS SECTION**
(NOT TO SCALE)

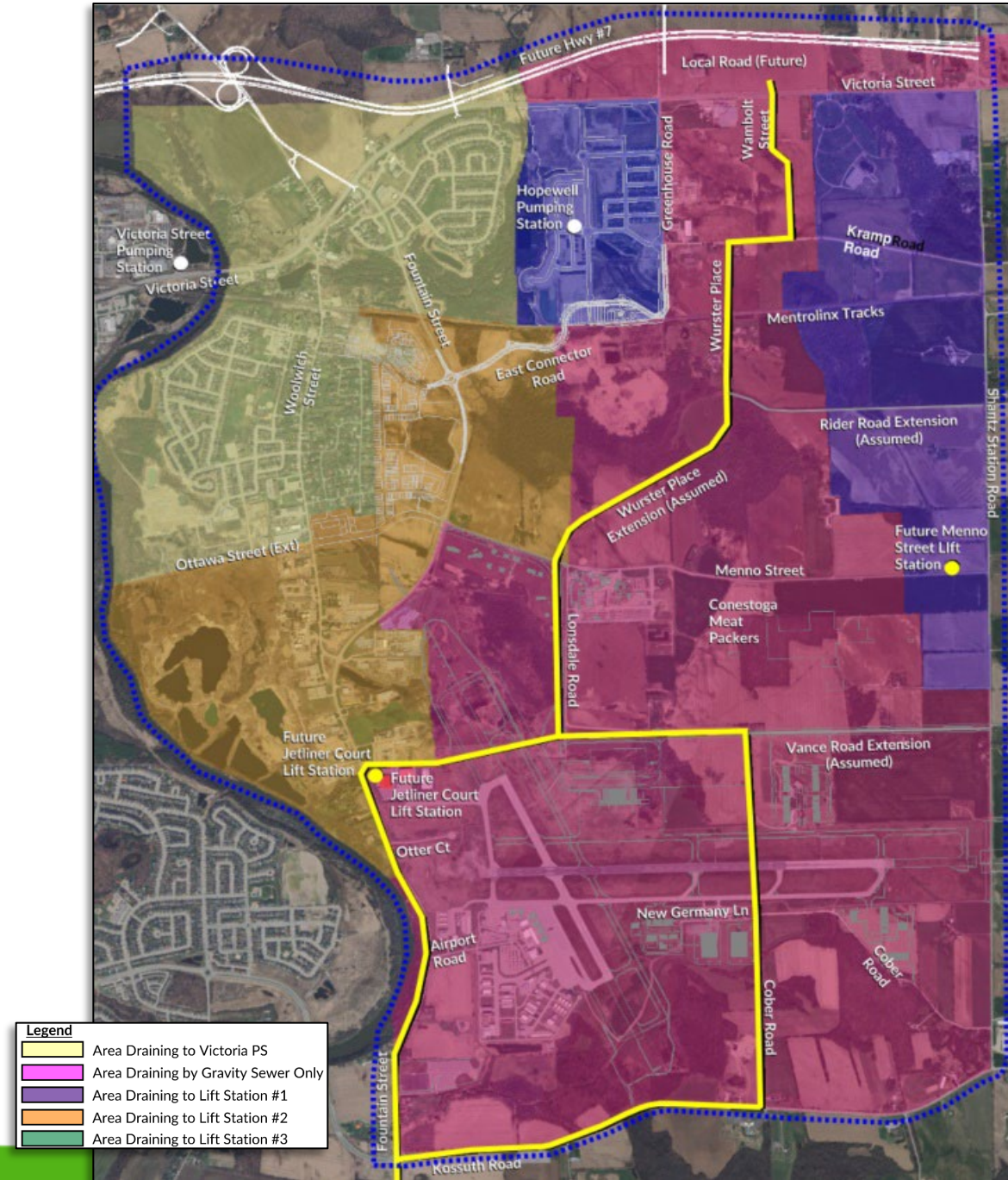
Alignment 3B – Randall Drain Crossing

Replace Existing Box Culvert – Flatter and Wider



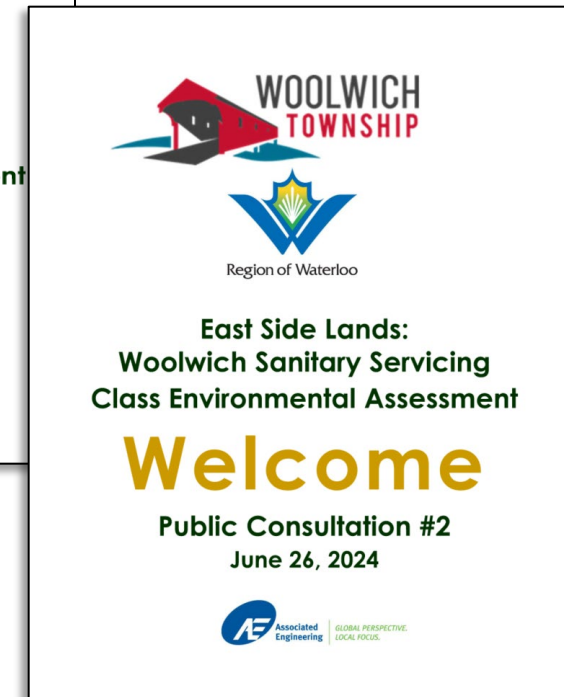
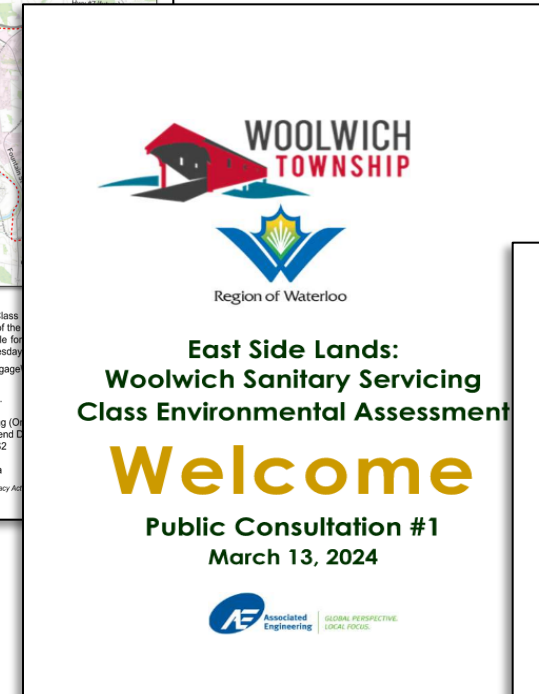
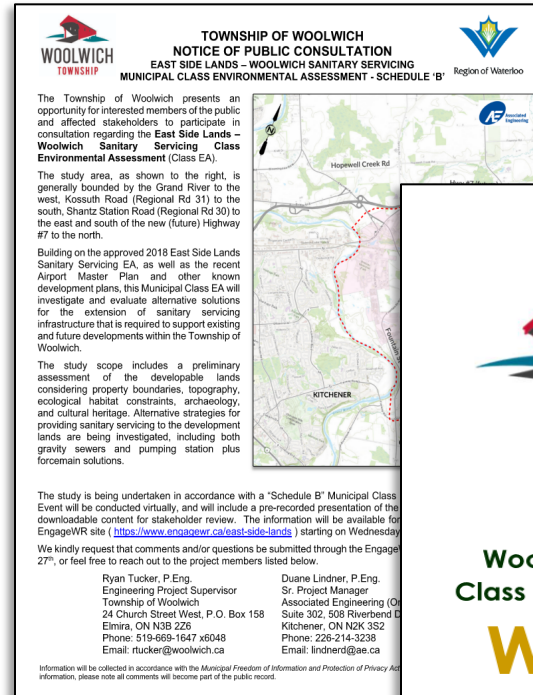
Alternative #7

- Trunk Sewer Alignment #3 – North of Menno Street
- Split into Alignments #3B and #3D at Lonsdale Road
- Smaller Lift Stations Required:
 - Jetliner Court Lift Station: Q=163 L/s | D = 10.4m
 - Menno Street Lift Station: Q=174 L/s | D = 10.9m
- Runway Crossings:
 - #3B – Runway 14-32 (Open Cut)
 - #3D – Runway 08-26 (Trenchless)
- Randall Drain Crossing @ Fountain Street
- Servicing flexibility to match development needs



Summary of Stakeholder Consultation

- **Notice of Commencement**
August 3, 2023
- **Public Consultation Centre #1**
March 13, 2024
- **Public Consultation Centre #2**
June 26, 2024
- **Council Presentation**
October 8, 2024
- **Notice of Completion**
TBD



Next Steps:

- Council Adoption & Issue 'Notice of Completion'
- Detailed Design Consultant Selection – Fall 2024
- Detailed Design – Jan – Dec 2025
- Construction start – early spring 2026



**East Side Lands:
Woolwich Sanitary Servicing
Class Environmental Assessment**

Thank You

**Presentation to Woolwich Council
October 8, 2024**

COUNCIL'S OUTSTANDING ACTIVITY LIST
As of October 3rd, 2024

Discussion Date	Title/Action Required	Assigned To	Projected Date of Completion	Updates/Notes
<p>Ed in O – October 20, 2015 R – May 29, 2017 R – August 22, 2017 R – May 29, 2018 R – April 1, 2019 R – August 26, 2019 R – September 23, 2019 R – December 9, 2019 R – October 28th, 2021</p>	<p>Monitoring of Transit Issues: Elmira Community Bus, Breslau on Demand Pilot program</p>	<p>GAO</p>	<p>The project is in an ongoing monitoring state.</p>	<p>Breslau On Demand – The pilot was launched in 2022 and will be delivered with a small or mid-sized bus and operate in residential, employment, and commercial areas in Breslau, including the Waterloo Region Airport. Route 79 Breslau remains in operation and saw increased ridership this fall. Through the 2024 budget, Regional Council approved a second vehicle to be added to this route to provide additional connections towards Sportsworld Station.</p> <p>Regional Council has decided to extend the existing Elmira Community Bus operation for an additional one-year timeframe. The current end date on the existing scope of work is August 31, 2024.</p>
<p>O – May 16, 2017 R – July 4, 2017 R – August 22, 2017 R – September 12, 2017 R – December 9, 2019 R – March 2, 2022</p>	<p>Taxation of Old Order Mennonite Churches</p>	<p>DS</p>	<p>Later in 2024</p>	<p>Updated policies to allow severance of churches have been incorporated in the Township Official Plan to be approved by the Region. To be included in part two of the ROPP review.</p>

COUNCIL'S OUTSTANDING ACTIVITY LIST
As of October 3rd, 2024

Discussion Date	Title/Action Required	Assigned To	Projected Date of Completion	Updates/Notes
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Commitments with Unplanned/Unknown Financial Implications				
Meeting Date	Title/Project	Assigned To	Projected Date of Completion	Commitment/Updates/Notes
O - October 1, 2019 R – December 9, 2019	Resolution to Declare a Climate Emergency and Implementation of a Corporate Carbon Budget	CAO / FIN / RCS	Tied to the implementation of the TransformWR Strategy	<p>Council passed a resolution which was confirmed at the October 1, 2019, Council meeting to declare a climate emergency and implement a corporate carbon budget.</p> <p>A Region wide group is to be established to create a plan.</p> <p>Until this joint group is established, it was noted that the township has begun to address climate action strategies with respect to:</p> <ul style="list-style-type: none"> • development applications • implementation of updated Building Code regulations • update to the Zoning by to reflect electric vehicles • investigation into green options for infrastructure projects
	Future Infrastructure Maintenance Agreement with the Region of Waterloo	Infrastructure Services	Later in 2024	