



# Staff Report

## Planning & Development Services

---

**Report To:** COW-Operations\_Planning\_and\_Development\_Services  
**Meeting Date:** September 17, 2024  
**Report Number:** PDS.24.125  
**Title:** Single Source Thornbury Interim Solutions Analysis  
**Prepared by:** Adam Smith, Director of Planning & Development Services

---

### A. Recommendations

---

THAT Council receive Staff Report PDS.24.126 Single Source Thornbury Interim Solutions Analysis”;

AND THAT Council approve the single source procurement of JLR Richards for an assessment of interim solutions to alleviate capacity constraints at the Mill Street Pumping Station and assess the ability of these options to facilitate allocation to new development sites

### B. Overview

---

The purpose of this report is approve the single source procurement of JLR Richards to assess interim solutions to alleviate capacity constraints at the Mill Street Pumping Station and assess the ability of these options to facilitate allocation to new development sites. The service is being procured through the Town’s Engineering Roster however, costs exceed the \$25,000 limit and in accordance with the Town’s Purchasing of Goods and Services Policy, Council approval is required.

### C. Background

---

The recently completed Mill Street SPS Capacity Assessment has concluded that the Mill Street Pumping Station (SPS) had no remaining capacity under the existing servicing scenario. Town staff have requested that JLR, in association with Civica, complete an assessment on the potential for, and risks associated with, interim solutions at the Mill Street SPS to alleviate capacity constraints during periods of higher flow. This assessment will also confirm if these solutions allow for capacity to allocate to new development projects.

The use of Sole and Single Sourcing with a particular vendor exceeding \$25,000 must be approved by Council. The quote provided for this project is in the amount of \$29,282.

## **D. Analysis**

---

In proceeding with the Sole and Single Sourcing through JLR and Civica, staff will be able to leverage JLR and Civica's understanding of the Town's wastewater systems to explore interim options to mitigate risk given current challenges. This includes building from the previously completed Mill Street SPS Capacity Assessment. The results of this assessment will inform development review and potentially offer pathways for development to commence in the event there are significant delays associated with growth-related capital projects.

## **E. Strategic Priorities**

---

### **1. Communication and Engagement**

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

### **2. Organizational Excellence**

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

### **3. Community**

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

### **4. Quality of Life**

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

## **F. Environmental Impacts**

---

N/A

## **G. Financial Impacts**

---

The project will be funded through the Development Engineering Consultant budget in the amount of \$29,282.

## **H. In Consultation With**

---

Serena Wilgress, Manager of Purchasing and Risk Management

## **I. Public Engagement**

---

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Adam Smith, [directorplanningdevelopment@thebluemountains.ca](mailto:directorplanningdevelopment@thebluemountains.ca)

## **J. Attached**

---

N/A

Respectfully submitted,

Adam Smith  
Director of Planning & Development Services

For more information, please contact:  
Adam Smith, Director of Planning & Development Services  
[directorplanningdevelopment@thebluemountains.ca](mailto:directorplanningdevelopment@thebluemountains.ca)  
519-599-3131 extension 246