



# The Corporation of the Township of Ignace

SPECIAL Meeting of Council

June 24, 2026 @ 1:00 P.M.

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## **AGENDA**

Link: <https://us06web.zoom.us/j/84389826067?pwd=S7p0txrBcrES0XMot69j8EdaNUI0qq.1>

Meeting ID: 843 8982 6067

Password: 266031

1. **CALL TO ORDER - CHAIRED BY MAYOR KIM BAIGRIE**
  - 1.1 *This Special Meeting of Council is called to order at \_\_\_\_\_.*
2. **APPROVAL OF AGENDA**
  - 2.1 *Motion to Approve the Agenda*
3. **DECLARATION OF DISQUALIFYING INTEREST (PECUNIARY)**
4. **ADMINISTRATIVE MATTERS**
  - 4.1 ***Reports from Departments which Require Council Approval***
    - 4.1.1 *Award Engineering Services for Water Pollution Plant Renewal*  
[Output Document \(SR-26-471\) - Pdf](#)
5. **BY-LAWS FOR CONSIDERATION**
6. **CONFIRMATORY BY-LAW**
  - 6.1 *Motion to Confirm the Proceedings of Council*
7. **ADJOURNMENT**
  - 7.1 *Motion to Adjourn*

## Special Meeting of Council **STAFF REPORT**



**To:** Council  
**Subject:** Award Engineering Services for Water Pollution Plant Renewal  
**Meeting:** Special Meeting of Council - 24 Jun 2026  
**Department:** Corporate  
**Staff Contact:** Aaron Gullins, Chief Administrative Officer

### **ISSUE / PURPOSE:**

The purpose of this report is to obtain Council approval for the Township to proceed with R.J. Burnside & Associates Limited for the WWTP engineering assignment, in accordance with the NRFP process and funding requirements.

### **RESOLUTION FOR CONSIDERATION:**

**THAT** Council for the Township of Ignace authorize the CAO to award the contract to R.J. Burnside & Associates Limited for professional engineering services for the Ignace Water Pollution Control Plant Upgrades project,

**AND THAT** Council for the Township of Ignace authorize the expenditure of \$865,000.00, exclusive of taxes, for this assignment.

### **BACKGROUND:**

The Township issued an NRFP No. 003-2026 on May 14, 2026, to retain a qualified engineering consulting firm to support the Ignace Water Pollution Control Plant upgrades, with submissions closing on June 11, 2026.

The NRFP identifies the existing Water Pollution Control Plant as an aging municipal facility that is approaching, and in key respects has exceeded, its practical useful service life. The assignment includes both a lifecycle and phased renewal assessment of the plant and the engineering work needed to advance immediate priority improvements.

The Township has secured provincial funding under the Municipal Housing Infrastructure Program – Health and Safety Water Stream. The funding is up to \$4,827,125 and represents up to 73 percent of eligible project costs, with the Township responsible for the balance of eligible costs together with any ineligible costs.

Earlier technical work has already identified a clear need for upgrades. The 2020 design brief states that the primary objective of the project was to upgrade the plant to meet the Wastewater Systems Effluent Regulation requirement for effluent discharge of less than 0.02 mg/L total residual chlorine while also improving chemical metering, storage, automation, and plant safety. That work also

identified deficiencies related to manual dosing, chemical storage within a shared room, routine effluent non-compliance, and freezing-related damage to plant equipment.

The 2020 WSER scoping report similarly identified the need for a dedicated chemical metering and storage building, dechlorination works, automation and SCADA upgrades, clarifier refurbishment, and other associated works to support compliance and more reliable operation.

The 2022 Municipal Infrastructure Study further concluded that the wastewater treatment plant is approaching the end of its design life, has limited spare capacity, and would require significant upgrades or replacement regardless of future growth. That study also noted that the plant would not support even baseline population growth without upgrades and that longer-term community growth would increase pressure on the system.

R.J. Burnside & Associates Limited is a Canadian employee-owned engineering and environmental consulting firm with multidisciplinary experience in municipal infrastructure, including water and wastewater engineering, environmental services, planning, project management, and construction administration.

Burnside's proposal responds to both the Township's immediate compliance and operational needs and the broader requirement to develop a long-term renewal strategy for the facility.

#### **FINANCIAL IMPACT:**

The Township has secured provincial funding of up to \$4,827,125 through the Municipal Housing Infrastructure Program – Health and Safety Water Stream for this project. The remaining amount would be retained from the NWMO monies received in 2026 earmarked for infrastructure upgrades.

The Province will reimburse up to 73 percent of eligible project costs, with the Township responsible for the remaining share of eligible costs, any ineligible costs, and any future capital decisions arising from the lifecycle review and phased renewal strategy.

#### **ANALYSIS AND IMPACTS:**

The need for the WWTP upgrades is supported by a consistent body of technical and strategic work completed for the Township. The existing record identifies the plant as aging, operationally constrained, and in need of both immediate compliance-related improvements and longer-term renewal planning.

From a technical perspective, the key drivers remain regulatory compliance, operator health and safety, system reliability, and long-term service sustainability. Earlier studies identified WSER dechlorination requirements, inadequate chemical storage and containment, limited automation and flow-proportional dosing, recurring effluent quality concerns, clarifier deficiencies, and equipment vulnerability to freezing conditions.

The project should also be viewed in the broader context of Township readiness and growth management. The Integrated Implementation Strategy identifies housing and infrastructure as the most critical short-term area of action and emphasizes that understanding existing infrastructure conditions and needs, pursuing government funding, ensuring adequate Township resourcing, and enabling development are essential to support community growth over the next several years.

That broader growth planning is directly relevant to the wastewater system. The Integrated Implementation Strategy notes that phased housing development depends on sufficient wastewater

treatment capacity, and that any required WWTP upgrades could affect development timelines. In that respect, advancing the engineering work for the WWTP is not only a plant project, but also enabling work for housing, investment readiness, and future development.

The 2019-2024 Community Strategy also supports this direction by identifying the need for the Township to build the fundamental conditions for sustainable growth, including infrastructure readiness, community assets, staffing capacity, and investment preparedness. In practical terms, proceeding with wastewater planning and upgrades aligns with the Township's stated goal of being ready for investment while maintaining quality of life and long-term sustainability.

Taken together, the available studies support a phased and practical approach. Immediate works are needed to address compliance, safety, and operational concerns, while the broader engineering assignment will help the Township define a longer-term path for renewal, capacity, and future servicing needs. This makes the WWTP project both an infrastructure priority and a strategic enabling project for the Township.

As this matter arises from an active procurement process, any public reporting should continue to avoid disclosure of confidential evaluation details, comparative rankings, proposal contents, pricing breakdowns, and negotiation strategy.

**CONCLUSION / RECOMMENDATIONS:**

It is **recommended** that Council approve proceeding with R.J. Burnside & Associates Limited for professional engineering services for the Ignace Water Pollution Control Plant Upgrades project.

*Aaron Gullins*

Prepared by: Aaron Gullins

*Roxanne Cox*

Submitted by: Roxanne Cox

*Roxanne Cox*

Approved by: Roxanne Cox