



New Glasgow

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TO: Town of New Glasgow Council

SUBMITTED BY: Audrey Buchanan, P.Eng., Assistant Director of Engineering & PW

DATE: 2 September 2026

SUBJECT: RFP#: TNG26-PW-009 – Town of New Glasgow Inflow / Infiltration Study

ORIGIN

As part of the successful application to the Housing Accelerator Fund (HAF) the Town proposed completing a continuation of the wastewater capacity study that will review the existing inflow / infiltration within the collection system and develop a long-term strategy to reduce the current levels of inflow / infiltration to ensure stormwater offsetting is completed to permit development.

RECOMMENDATION

The recommendation from the Assistant Director of Engineering & Public Works is that Council award the Request for Proposal TNG26-PW-009 Town of New Glasgow Inflow / Infiltration Study to Dillon Consulting Limited for an estimated cost of \$346,819.92 HST included [\$315,970 Net HST]. This project will be fully funded using the Housing Accelerator Fund (HAF) and will require the original \$200,000 Net HST approved HAF budget along with an additional \$115,970 Net HST from the HAF budget.

BACKGROUND/CONTEXT

In October 2023 the Town applied to the Housing Accelerator Fund (HAF) a Federal program which is overseen by Canada Mortgage and Housing Corporation (CMHC) and provides incentive funding to local governments encouraging initiatives aimed at increasing housing supply and supports the development of complete, low-carbon and climate-resilient communities that are affordable, inclusive, equitable and diverse.

As of April 15, 2024, Canada Mortgage and Housing Corporation (CMHC) received 544 applications for HAF of which New Glasgow will receive almost \$3.3 million to support its Action Plan. The Town's plan commits to seven local initiatives that enable a variety of housing forms and densities to meet the diverse needs of the community. The Action Plan will establish an integrated Community Plan that will include a focus on the future needs of the Town's water utility considering climate change risks. It will ensure efficiency of the development approvals process by implementing an e-permitting system. The Town will encourage more affordable housing development by exploring new and creative affordable

housing solutions such as repurposing unoccupied buildings. The Town's Action Plan will leverage existing infrastructure and promote the development of vacant land and pursue land acquisitions and partnerships for brownfield redevelopment. In 2025 the Engineering Department in conjunction with Dillon Consulting completed the wastewater system capacity study that clearly identified the Town wastewater collection system does not have sufficient capacity during wet weather events to permit increased development and in order to continue permitting development the Town would require additional studies and infrastructure improvements to reduce the large volume of inflow / infiltration entering the collection system. This is a very specialized study that staff require completed as soon as possible to prevent delays in development so an additional \$200,000 Net HST in funding was requested and approved to be supplied by the Housing Accelerator Fund.

In July 2026, staff issued a public RFP #TNG26-PW-009, Town of New Glasgow Inflow / Infiltration Study to complete this critical work.

DISCUSSION

On 2 September 2026, the Town of New Glasgow received one (1) Request for Proposals to supply Engineering Services for the Inflow / Infiltration Study as shown on the attached certificate. Proposals were evaluated using the following criteria: Company Profile and Project Experience (30 pts); Technical Qualifications and Approach (40 pts); and Offer of Services Price (30 pts).

The average point evaluation was as follows:

	Dillon
Company Profile	27
Technical Qualifications	35
Services	30
TOTAL	92

A total of \$200,000 was budgeted for this work and the Consultant submitted a complete proposal that addressed the mandatory work for this project. The proposal scored well given the level of experience and system knowledge that the consultant already had from Phase I of this project, so it is recommended to award to the compliant Consultant, Dillon Consulting Limited, with an estimated cost of \$346,819.92 HST included [\$315,970 Net HST].

It is further recommended to use additional funds from the Housing Accelerator fund to complete the work due to its critical nature and impact on ensuring accelerated housing can be accommodated in a timely manner with sustainable infrastructure.

FINANCIAL DETAILS AND IMPLICATIONS

The HAF program will be used to fully fund this work as part of expediting housing within the Town. This is to include the original approved HAF budget of \$200,000 Net HST amount and

the additional [\$115,970 Net HST] budget overage required to fund the entire \$346,819.92 HST included [\$315,970 Net HST] project.

RISK SUMMARY

RISKS AND MITIGATION MEASURES

RISKS	PROBABILITY	IMPACT	MITIGATION
The risk of not implementing is housing could be accelerated but critical underground infrastructure may not be available to support the growth.	Medium-High	Major	Implementing this study will allow the Town time to prepare infrastructure upgrades and focus development in areas that can sustain growth while developing a long-term capital plan that can address deficiencies in the wastewater system.

LEGAL IMPLICATIONS

There could be legal issues if the Town approves development according to their zoning in areas that do not have sufficient wastewater capacity or stormwater capacity to accommodate current or increased density.

CONSULTATION AND COMMUNICATIONS

None anticipated at this time.

ENVIRONMENTAL AND SUSTAINABILITY CONSIDERATIONS

This program is required to meet NSECC Wastewater Treatment Facility – Approval to Operate which requires the Town to ensure any development does not increase overflows. This study will identify areas which experience significant inflow / infiltration that will create overflows and will be used to reduce inflow / infiltration through a new multi-year infrastructure plan that focuses on the removal of inflow / infiltration from the existing system. The study recommendations will assist in building wastewater system capacity to ensure it can accommodate development and prepare for more severe climate change weather events.

OPTIONS ANALYSIS / ALTERNATIVES

Options considered include:

1. Award the TNG: Inflow / Infiltration Study to Dillon Consulting Limited, the one compliant submission, for an estimated cost of \$346,819.92 HST included [\$315,970 Net HST]. This project will be fully funded using the Housing Accelerator Fund.

2. The Town could select to defer this work; however, this may impact accelerating development should it happen in areas that have insufficient wastewater system capacity.

LIST OF APPENDICES

Record of Tender Opening

RECOMMENDATION ALIGNED TO:

Town of New Glasgow Priorities and Plans

NG Integrated Development Plan	X	NG Safety Program	
NG Asset Management Plan	X	Forbes Lake Watershed Plan	
Council Approved Budget Priorities		Downtown NG 20 Year Plan	
NG Flourish Brand Standards		NG Corporate Climate Action Plan	
NG Community Climate Action Plan		NG Farmers Market Strategic Plan	
UNESCO Inclusive Communities Plan		NG Age-Friendly Plan	
NG Active Living Plan		NG Active Transportation Plan	
NGRP Strategic Plan		Regional Hub Strategy	
NG Blue Route Plan (Bikeways)			

Pictou County Regional Priorities and Plans

PCWCBAI Strategic Plan		PCSSA Plan	
DEANS Event Strategy		DEANS Strategic Plan	
PC REN Strategic Plan		Creative Pictou County Plan	
PC Population Health Strategy		PC Community Health Centre Plan	

AUTHORS OF SUBMISSION

Report Prepared by: Audrey Buchanan, P.Eng

Report Approved by: 
 (Report to be approved by the Director of Corporate Services if there is a financial implication)

Report Approved by: 
 Chief Administrative Officer