

# Township of Woolwich



## 2025 Annual Performance Report Sanitary Collection System



Breslau  
Conestogo  
Elmira  
Heidelberg  
St. Jacobs

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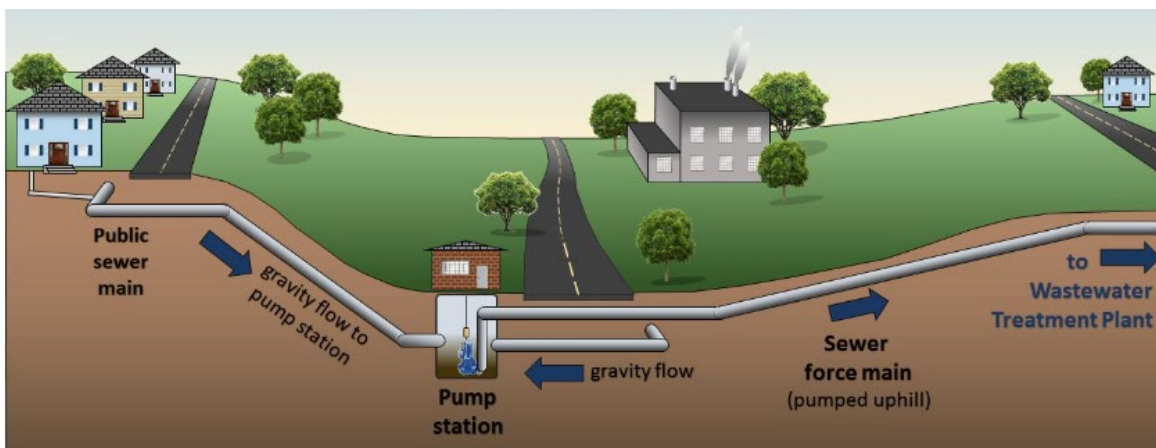
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## List Of Abbreviations

Abbreviation	Definition
CCTV	Closed-Circuit Television
CLI-ECA	Consolidated Linear Infrastructure Environmental Compliance Approval
ECA	Environmental Compliance Approval
MECP	Ministry of the Environment, Conservation and Parks
O&M	Operations and Maintenance
SCADA	Supervisory Control and Data Acquisition
SOPs	Standard Operating Procedures

System Owner **Woolwich, The Corporation of the Township of**  
 ECA Number **114-W601**  
 System Name **Township of Woolwich Municipal Sewage**  
**Collection System**  
 ECA Issue Date **April 4th, 2023**

The Corporation of the Township of Woolwich is the owner and operating authority for wastewater collection areas in Breslau, Conestogo, Elmira, Heidelberg, St. Jacobs - Farmer’s Market, and St. Jacobs - Village. The Township does not treat wastewater but conveys it to the local treatment plants.



## 1 Purpose

As per the Township of Woolwich's Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA), the owner of the Sanitary Collection System is required to complete an annual performance report. The purpose of this report is to provide the Ministry of the Environment, Conservation and Parks (MECP), system owners, council members and users a summary of the performance of the sanitary collection system in the Township of Woolwich. This report will create a formal record of the performance of the sanitary collection system with respect to the system operation and any alterations. This report satisfies the reporting requirements required by Schedule E of the Township's CLI-ECA (114-W601).

The information in this report will be essential in the planning of infrastructure maintenance and repairs with respect to the sanitary collection system.

This report will be submitted to the Director of the MECP annually. It will also be made available to the public by June 1st annually by publishing the report on the Township of Woolwich website. Additionally, the report shall be made available by request and without charge to members of the public.

## 2 Scope

This annual report for the sanitary collection system includes information for the period of January 1, 2025, to December 31, 2025, for all municipal sanitary collection infrastructure owned and operated by the Township of Woolwich. This report does not include any infrastructure currently located within unassumed development sites as these remain the responsibility of the developer to own and operate.

The following areas of the Township have municipal sanitary collection systems in place:

- Breslau
- Conestogo
- Elmira
- Heidelberg
- St Jacobs

## 3 System Overview

The Township owns, maintains, and operates the sanitary collection system which consists of sewers and pumping stations. The Township sanitary sewage collection system of gravity sewers and the following pumping stations:

- Hopewell Crossing (Breslau) Sewage Pumping Station
- Lunor (Elmira) Sewage Pumping Station
- North Pumping (Elmira) Sewage Pumping Station
- River Run (Conestogo) Sewage Pumping Station
- Jacobs Trail (St. Jacobs) Sewage Pumping Station
- Victoria Glen (Elmira) Sewage Pumping Station

Treatment of the sewage from the Township's sanitary collection system is the responsibility of the Region of Waterloo.

The Township’s sanitary infrastructure is connected to The Region of Waterloo/Ontario Clean Water Agency’s Authorized Systems that are not part of the Township’s Authorized System:

- Conestogo WWTP            ECA # 4073-ALJPPA
- Elmira WWTP             ECA # 6698-8QGJ8E
- Heidelberg WWTP        ECA # 9893-97RR3P
- Kitchener WWTP         ECA # 6215-B5UL4E
- St. Jacobs WWTP        ECA # 4126-B44H8J

## 4 Inspections, Maintenance, Repairs and Improvements

To remain effective, sanitary collections systems require regular inspection, maintenance and monitoring to ensure they continue to meet design objectives. This process is also crucial for maintaining acceptable public safety standards.

### 4.1 Inspection

Lift stations are checked twice a week. Results are captured in the spreadsheet:

*All Pumping Station Plant Inspection.*

O:\OPERATIONS\Water Operators Files

### 4.2 Maintenance

The following maintenance activities were performed in the 2025 calendar year:

- Each of the wet wells at the lift stations were cleaned and inspected.
- Standby lift station pump generator units are tested and serviced monthly.
- Manhole flushing and inspection conducted yearly.
- Known “trouble spots” are checked and flushed monthly.

### 4.3 Repairs (New Work Orders)

There were no major repairs to the sanitary station in 2025. Deficiencies found during inspections and complaints are logged into the Township’s *psdCityWide Asset Management* database.

Work Order Type	2025 Work Orders
Backup	16
Manhole Repairs	10
Odor	2
Camera Requests	4
Unscheduled Flushing	1
Totals	33

#### *4.4 Improvements*

The Township continued to use the Cured-In-Place-Pipe (CIPP) in the St. Jacobs area. In 2025, this was used in the sanitary system for Young and Water Streets. These were areas of concern for an ongoing infiltration input that has been isolated to the Water Street and Young Street area as well as the low-lying area around the Regional Wastewater Treatment Plant (WWTP) in St. Jacobs.

This is expected to have a positive effect on the reduction of infiltration entering the collection system. Further, the flow monitoring program has isolated additional infiltration inputs to the area surrounding the WWTP.

Cured-In-Place-Pipe lining products allow existing sewer pipes to remain in place while permitting municipalities to renovate and revitalize the existing sewer networks to extend valuable asset life (50 years). CIPP is a jointless, seamless, pipe-within-a-pipe product used to rehabilitate sanitary sewers, storm sewers, cellar drains, laterals, forcemains and culverts. CIPP installations have been used for over 40 years in North America. The Township of Woolwich began using the technology in 2016 and has completed over 8,200m of mainline sewer relining.

#### *4.5 Inflow and Infiltration*

Staff reviewed the 2024 financial information for wastewater operation to determine by settlement area which areas have an inflow and infiltration (I&I) issue. The table below shows the results of this investigation:

Staff retained a consultant to conduct (I&I) monitoring and other field Investigative work to determine the highest priority areas for which to focus our efforts. This involved a detailed and systemic approach to determining areas within the urban settlements of St. Jacobs and Elmira, which are experiencing the highest I&I inputs. A series of flow monitors were strategically installed at various locations in the system and then they were moved to other areas in the system as data was obtained to further isolate the issues. Flow monitors are critical in understanding how the wastewater system reacts during rainfall events and help corroborate wastewater flows at Regional treatment facilities to determine underlying infiltration issues.

Smoke testing and maintenance hole investigations have also occurred in both settlements. Smoke testing is used to identify cross-connections from stormwater infrastructure and if there are private side connections such as roof water leaders. The maintenance hole inspections are relied upon to determine if groundwater or surface water can enter the system from these locations. Smoke testing has revealed some improper connections that will need to be addressed and the flow monitoring has narrowed the field of investigation.

The Township has retained contracted services to complete a Closed-Circuit Television (CCTV) inspection program. This will include inspections of both the main line sewer and laterals. This is a crucial next step in determining where precisely I&I is occurring. Once this is known then appropriate corrective action or capital program can be created. This work also benefits the Asset Management data set for the system as it further conditions rates the wastewater asset class.

This is a 5-year project with the first set of model updates and first annual report scheduled to be completed in the spring of 2026.

## 5 Monitoring

### 5.1 Monitoring System

The Township is awaiting the release of the MECP’s monitoring guidance document to fully implement a monitoring plan. Updates to the monitoring system and procedures will be made accordingly as per the MECP guidance document when it is available.

During the 2025 calendar year, the Township had 14 active flow monitors in addition to the Region of Waterloo’s flow monitors. See Appendix A.

### 5.2 Monitoring Data

The Township maintains rainfall and flow data. This can be found

O:\IS\SANITARY\Flow Monitoring & Capacity Reports (I&I)\Township Wide\FMdata\TownshipOfWoolwich

**2025 Wastewater Flows**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
St Jacobs	21,275	16,939	44,910	45,858	28,682	28,682	20,773	17,970	18,023	18,001	17,711	23,415
Elmira	100,004	77,199	199,592	172,629	134,863	134,863	98,690	89,078	89,254	93,693	85,547	102,801
Heidelberg	1,573	1,378	2,519	1,920	1,766	1,766	1,427	1,210	1,419	1,240	1,301	1,981
Conestogo	1,240	1,080	1,418	1,907	1,470	1,470	1,211	1,189	1,205	1,194	1,195	1,360
	<b>124,092</b>	<b>96,597</b>	<b>248,439</b>	<b>222,313</b>	<b>166,781</b>	<b>166,781</b>	<b>122,101</b>	<b>109,446</b>	<b>109,900</b>	<b>114,128</b>	<b>105,754</b>	<b>129,556</b>
									<b>Yearly Total</b>			<b>1,715,887</b>

From Region of Waterloo Billing

The Township contracts Kitchener Fire to monitor the SCADA and alarms at the pumping station. Two pumping stations, River Run and Victoria Glendo not have SCADA.

### 5.3 Calibration and Maintenance of Monitoring Equipment

The flow meters are calibrated as needed.

## 6 Alterations

The Township’s sanitary system was not altered in 2025.

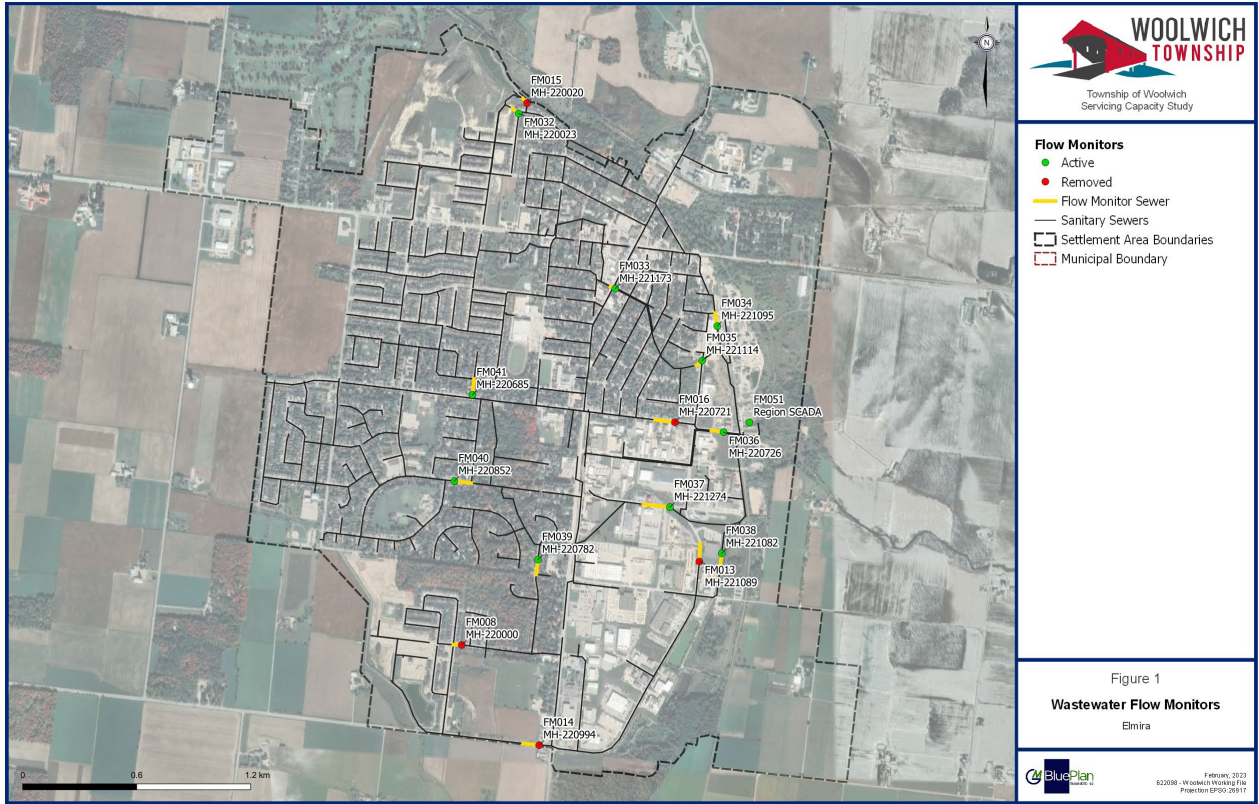
## 7 Collection System Overflows and Spills of Sewage

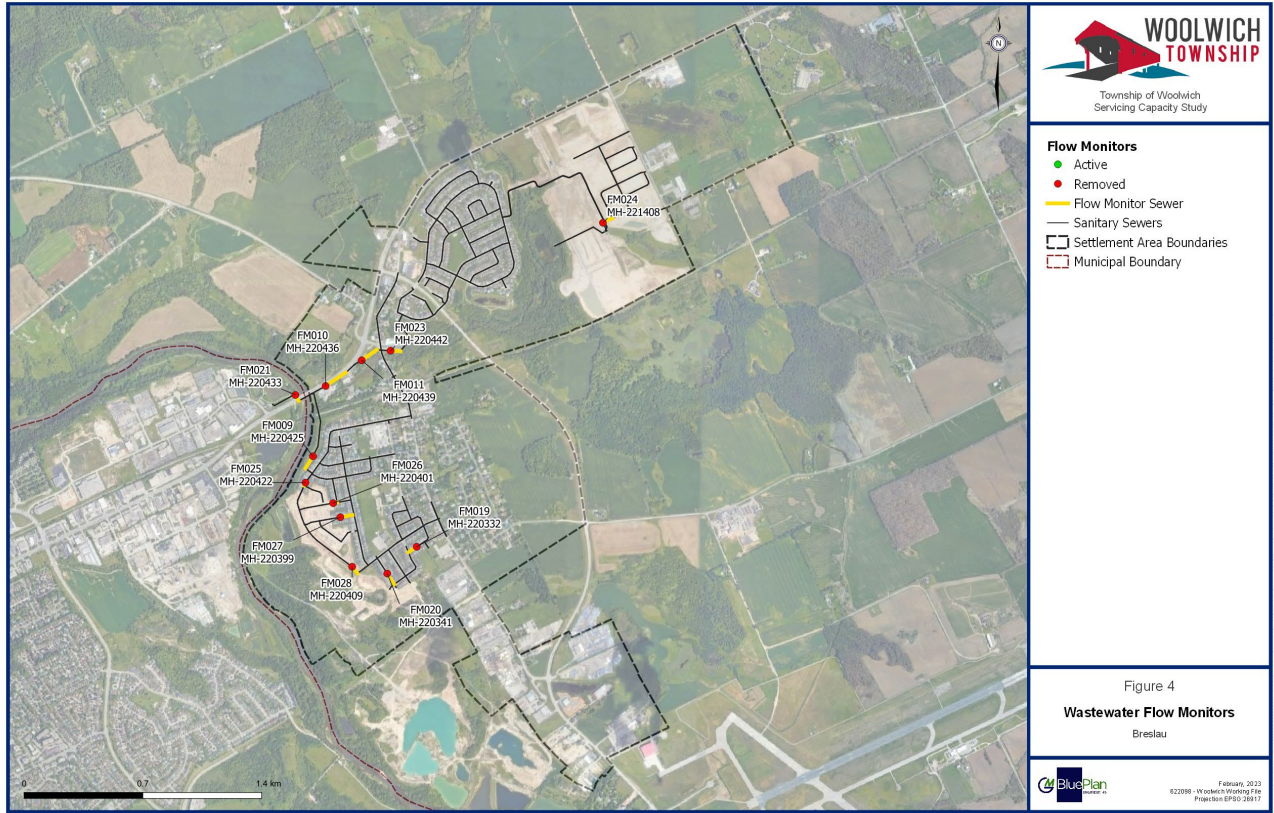
There were no overflows or sewage spills in 2025

## 8 Status of Actions from Previous Years

The Township has been investigating I and I from the previous year. This is addressed in the Inflow and Infiltration section of this report.

### Appendix A: Monitoring Maps

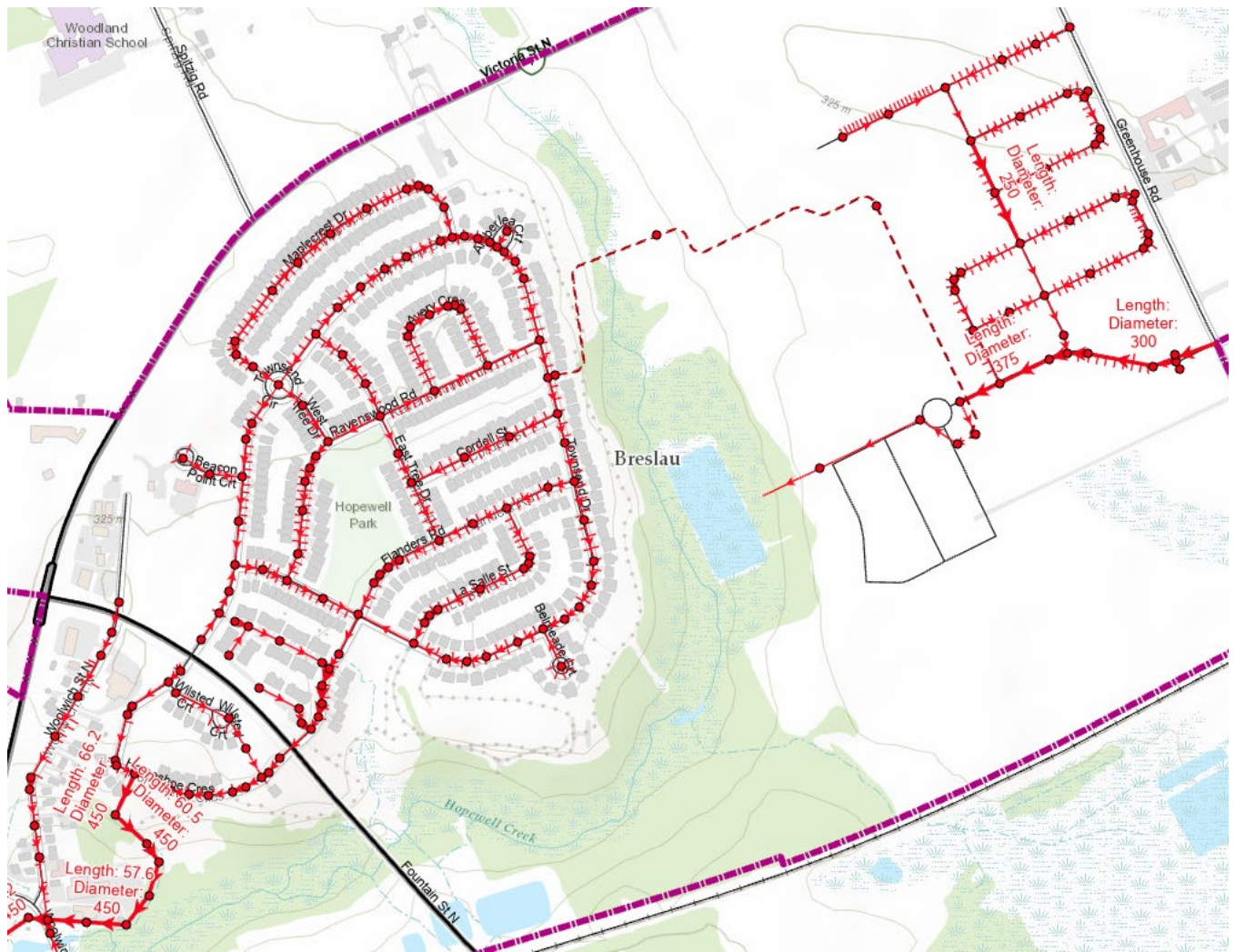




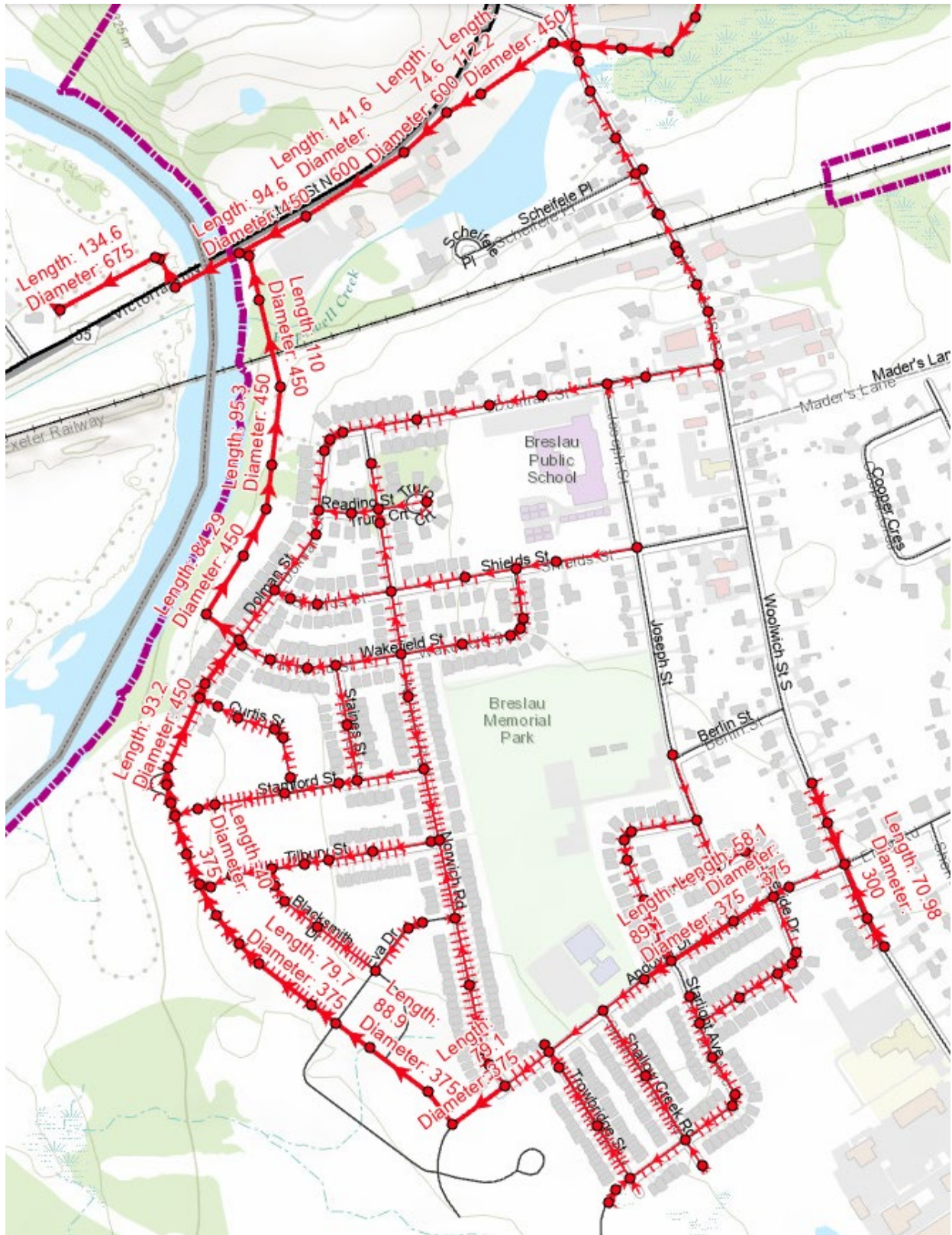


### Appendix B: Sanitary System Maps

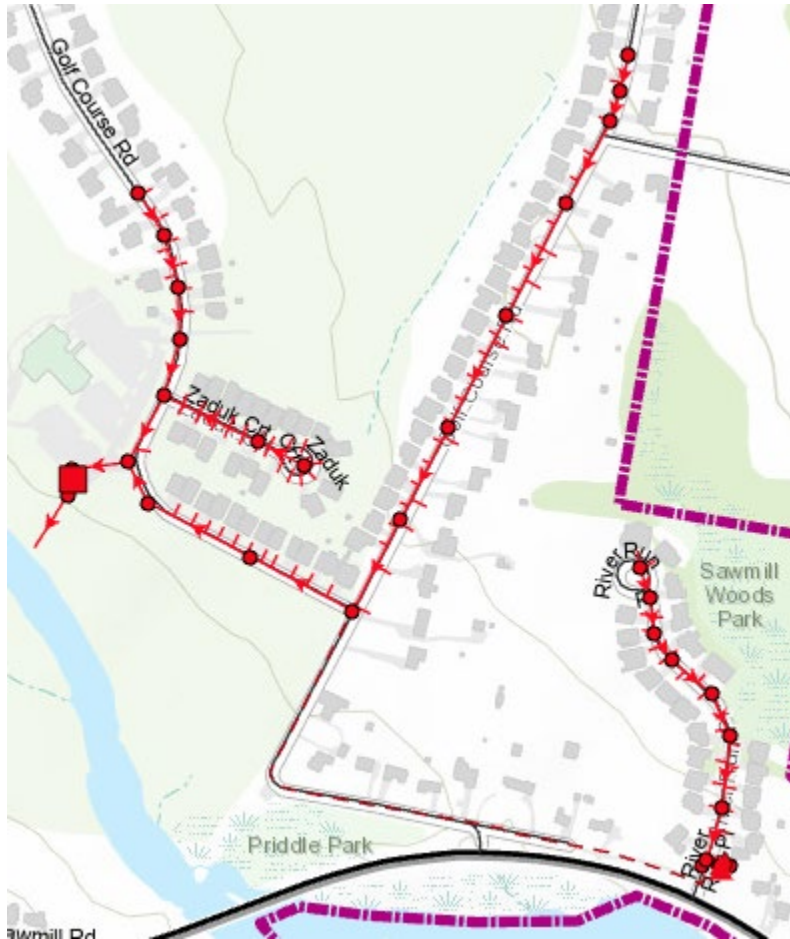
#### East Breslau



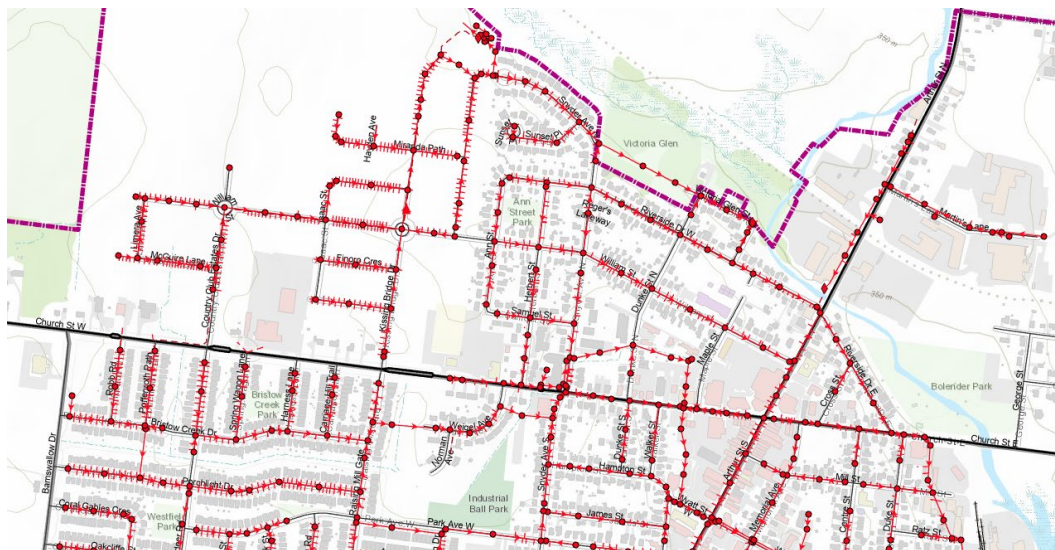
**West Breslau**



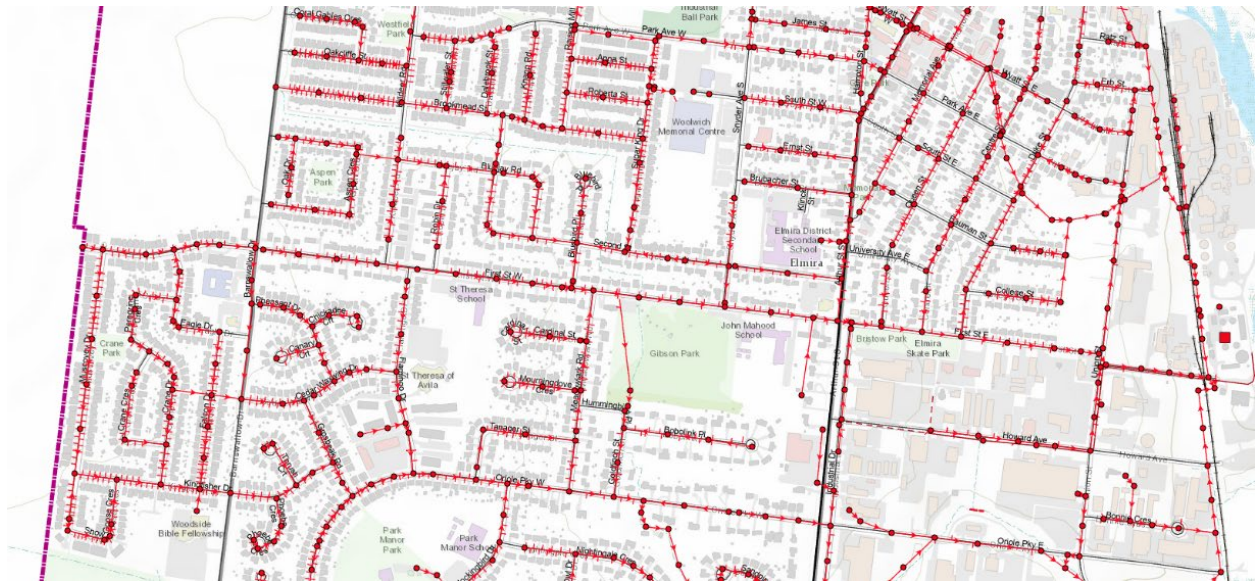
Conestogo



Upper Elmira (Park Ave to End)



Middle Elmira (Oriole to Park Ave)



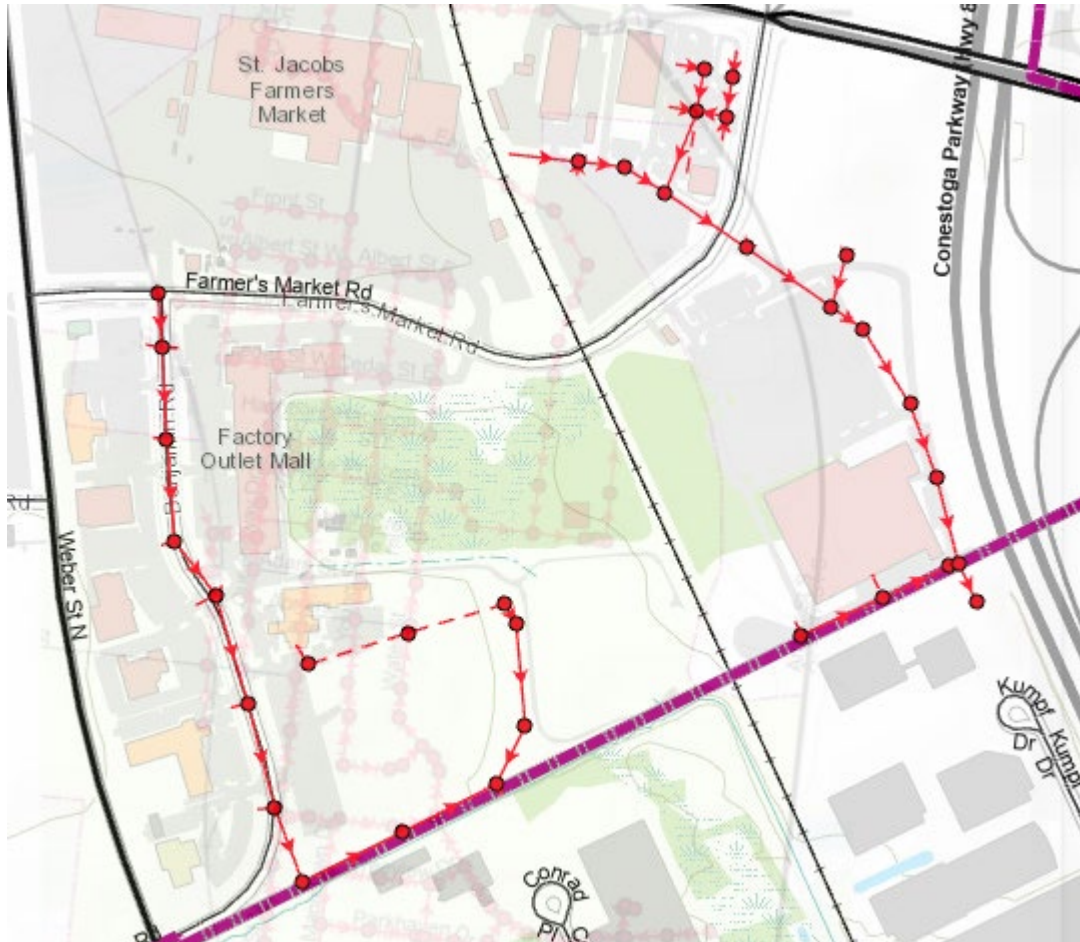
Lower Elmira (Oriole to End)



Heidelberg



St. Jacobs Market



## St. Jacobs Town

