



THE CORPORATION OF THE TOWN OF AMHERSTBURG
OFFICE OF ENGINEERING & INFRASTRUCTURE SERVICES

Mission Statement: As stewards of the Town of Amherstburg, we strive to improve the quality of life of all residents through the delivery of effective, efficient, and affordable services.

Author's Name: Todd Hewitt	Report Date: June 7, 2024
Author's Phone: 519 736 3663 ext. 2313	Date to Council: July 8, 2024
Author's E-mail: thewitt@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: Amherstburg Water Treatment Plant Expansion – Class Environmental Assessment – Engineering Services

1. **RECOMMENDATION:**

It is recommended that:

1. The Proposal for Engineering Services from Stantec Consulting Ltd. for the Amherstburg Water Treatment Plant Expansion - Class Environmental Assessment **BE ACCEPTED**;
2. The Mayor and Clerk **BE AUTHORIZED** to execute an agreement with Stantec Consulting Ltd. for the Amherstburg Water Treatment Plant Expansion - Class Environmental Assessment for a total amount not to exceed \$302,227.20 (net HST included); and,
3. The Chief Administrative Officer, or designate, **BE AUTHORIZED** to amend the agreement with Stantec Consulting Ltd. if required to expand the scope of the work plan, provided such additional services remain within the total project funding of \$350,000 inclusive of HST and subject to approval of technical content by the Director of Infrastructure Services and to financial content by the Director of Corporate Services/Chief Financial Officer.

2. **BACKGROUND:**

A capacity study was completed on the Amherstburg Water Treatment Plant in 2022. The findings projected the Plant would be nearing 90% of the rated capacity by 2025.

At the February 21, 2023 Special Council Meeting, the 2023 Budget was presented. As part of the budget a report was presented for information identifying that an expansion of the Amherstburg Water Treatment Plant (AWTP) should be contemplated ahead of the schedule noted in the current Water Masterplan due to a dramatic increase in multi-residential construction and development pressures from a provincial level.

The purpose of this Class Environmental Assessment (EA) will be to review all the issues and opportunities related to the capacity of the AWTP and establish the preferred direction to move forward which may include capacity expansion to meet the water demands for the ongoing and future developments while complying with regulatory requirements and MECP Guidelines.

3. DISCUSSION:

The Town requested an engineering proposal from Stantec Consulting Ltd. to provide the engineering services required to complete the EA for the Amherstburg Water Treatment Plant.

As outlined in the Procurement Policy, Section 24 “Exceptions to Procurement Procedures” the CAO may grant exceptions to the Policy in certain circumstances. The CAO has authorized the waiving of the requirement to issue an RFP for engineering services in this instance, based on the following clause within the Policy:

- Item 24.3.8.1.b. – The Firm has demonstrated unique qualifications to undertake the project including in house experience or historical data of the Municipality

Stantec Consulting Ltd. has provided engineering services for many previous projects related to the Town’s water system and the AWTP. The following are examples of recent work completed:

- Water Master Plan and Water Tower Class Environmental Assessment (EA) – 2007
- Water Tower Design – 2009
- Emergency Generator for AWTP– 2009
- Water Master Plan Update – 2019
- Electrical Upgrades and SCADA installation AWTP - 2021
- Design of the New Reservoir and Rehabilitation of the Existing Reservoir – 2022
- AWTP water flow/capacity reviews – (i.e. Jack’s organics)

It is the opinion of Administration that, due to the extensive history with the Amherstburg Water Treatment Plant as well as the entire water system, Stantec Consulting is well suited to complete this work efficiently and effectively.

Stantec Consulting Ltd. will undertake tasks related to the requirements defined and outlined in the Municipal Engineers Association document entitled “Municipal Class Environmental Assessment (October 2000, as amended in 2007, 2011, 2015 & 2023)” for a Schedule C activity as it relates to this project. Tasks generally consist of problem identification via the collection, review, and analyses of pertinent data, evaluating alternative solutions to the problem, establishing the recommended alternative solution, coordinating and obtaining public participation, confirming and selecting the preferred alternative solution, and preparing an environmental study report (ESR) to document the

process. A major pillar of the EA process is the requirement for public consultation, including reaching out directly to major stakeholders (i.e. developers, federal and provincial agencies) as well as Indigenous Communities. The Town will hold 2 Public Information Centres as part of the public consultation as well as on-line consultation through the Talk the Burg website. The project is anticipated to commence in July 2024 and be completed in November 2025.

4. RISK ANALYSIS:

There is risk that if the Class Environmental Assessment process does not commence in a timely manner that the AWTP may begin to near capacity without the Town having a feasible plan for funding and execution of an expansion. The Town may have to consider ceasing further development if the capacity of the AWTP becomes unavailable as well as the implementation of water usage reduction strategies including usage restrictions and watering bans.

5. FINANCIAL MATTERS:

The 2023 budget includes \$350,000 for the Amherstburg Water Treatment Plant Expansion - Class Environmental Assessment. The funds for this capital project were encumbered with the intention of proceeding with the project in 2024.

Based on the recommended proposal, the financial impact is estimated as follows:

AWTP Expansion – Class Environmental Assessment (723039)	Budget	Actual (incl. net HST)	Variance (over)/under
Cost:			
Stantec Consulting Ltd. Proposal	\$350,000	\$302,227.20	\$47,772.80
Total Project Cost	\$350,000	\$302,227.20	\$47,772.80
Funding:			
0126 - Water DC Reserve	\$35,000	\$35,000.00	
0200 - Water Capital Reserve	\$315,000	\$267,227.20	\$47,772.80
Total Project Funding	\$350,000	\$302,227.20	\$47,772.80

6. CONSULTATIONS:

Director of Infrastructure Services
Procurement Specialist
CAO

7. CORPORATE STRATEGIC ALIGNMENT:

Vision: Preserving our past while forging our future.

Amherstburg Community Strategic Plan 2022 - 2026

<p style="text-align: center;">PILLAR 1 Deliver Trusted & Accountable Local Government</p> <ul style="list-style-type: none"> <input type="checkbox"/> Improve trust between council and staff, and residents, by strengthening governance and internal accountability structures. ✓ Deliver transparent and efficient financial management. <input type="checkbox"/> Increase effective communication and engagement with residents. <input type="checkbox"/> Develop our staff team, resources, and workplace culture. ✓ Continue to deliver strong core municipal services. <input type="checkbox"/> Ensure Amherstburg is an inclusive accessible and welcoming community committed to reconciliation. 	<p style="text-align: center;">PILLAR 3 Encourage Local Economic Prosperity</p> <ul style="list-style-type: none"> ✓ Encourage development of commercial and industrial lands. <input type="checkbox"/> Continue to promote local tourism industry, especially overnight accommodation. <input type="checkbox"/> Continue to facilitate downtown development for residents and visitors. <input type="checkbox"/> Continue to leverage partnership opportunities with other provincial, federal, and local governments, agencies, and organizations.
<p style="text-align: center;">PILLAR 2 Invest in Community Amenities and Infrastructure</p> <ul style="list-style-type: none"> ✓ Maintain safe, reliable and accessible municipal infrastructure and facilities. <input type="checkbox"/> Increase access to recreation opportunities for all ages. <input type="checkbox"/> Finalize and execute plans for town-owned lands (e.g. Duffy's site, Belle Vue) <input type="checkbox"/> Create public access to water and waterfront ✓ Prioritize opportunities to reduce environmental impacts of Town operations and increase Town resilience to climate change. 	<p style="text-align: center;">PILLAR 4 Shape Growth Aligned with Local Identity</p> <ul style="list-style-type: none"> <input type="checkbox"/> Define and communicate a vision for the Town's future and identity. <input type="checkbox"/> Promote and plan for green and "climate change ready" development. <input type="checkbox"/> Review and implement policies that promote greater access to diverse housing. <input type="checkbox"/> Protect the Town's historic sites and heritage. <input type="checkbox"/> Preserve the Town's greenspaces, agricultural lands, and natural environment.

8. CONCLUSION:

Administration recommends that the Town execute an agreement with Stantec Consulting Ltd. to complete the Amherstburg Water Treatment Plant Expansion - Class Environmental Assessment project.



Todd Hewitt
Manager of Engineering

Report Approval Details

Document Title:	2024 07 08 - Amherstburg Water Treatment Plant Expansion Class Environmental Assessment - Engineering Services.docx
Attachments:	- Stantec AWTP Expansion EA proposal.pdf
Final Approval Date:	Jun 26, 2024

This report and all of its attachments were approved and signed as outlined below:



Antonietta Giofu



Tracy Prince



Valerie Critchley



Kevin Fox