



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 Process Waste Residuals Management – Engineering Services

1. **RECOMMENDATION:**

It is recommended that:

1. The Proposal for Engineering Services from Stantec Consulting Ltd. for the Amherstburg Water Treatment Plant Process Waste Residuals Management **BE ACCEPTED**.
2. The Mayor and Clerk **BE AUTHORIZED** to execute an agreement with Stantec Consulting Ltd. for the Amherstburg Water Treatment Plant Process Waste Residuals Management for a total amount not to exceed \$284,643.07 (net HST included).
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 \$500,000 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:**

In 2023, the Town was required to renew our Drinking Water License (DWL). At that time the Ministry of the Environment, Conservation, and Parks (MECP) advised that the Town would be required to address the lack of a residual management (process waste) treatment process. Process waste from the water treatment process is chlorinated water as well as sludge and sediment collected during the filtration and clarification process.

The Town's newly issued DWL includes parameters and limits for effluent discharge along with additional reporting requirements related to process waste. The deadline in the DWL to meet these parameters is September 30, 2026. Originally, MECP noted the due date for compliance with the new parameters to be February 4th 2025. The outcome of continued discussions between the Town and MECP was an agreement that the Town would budget for the engineering services required for this work to be completed in 2024 with construction commencing in 2025.

To ensure the DWL timelines are met, the engineering services required to complete this work should commence as soon as possible.

3. DISCUSSION:

The Town requested an engineering proposal from Stantec Consulting Ltd. to provide the engineering services required to complete the detailed design for the Amherstburg Water Treatment Plant process waste residuals management system.

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 clauses 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
- Item 24.3.8.1.c – Time Constraints restrict the ability to seek proposals or quotations that would result in increased costs or loss of provincial or federal funding

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)

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. It should also be noted that although the time constraint may not affect Provincial or Federal funding in the short term, the Town could fall out of compliance with our Drinking Water Licence if we do not proceed with expedience.

According to Design Guidelines for Drinking Water Systems issued by the MECP, handling, treatment and environmentally acceptable disposal of water treatment process waste residuals is required. Therefore, provisions must be made for proper treatment and disposal of water treatment plant process residuals at the AWTP.

In the preliminary design phase, Stantec Consulting Ltd. will gather and review background information, develop preferred alternative, prepare preliminary concept plan, and preliminary cost estimates. This preliminary design phase will be followed by Design Services including the preparation of construction drawings and specifications with contract documents, Tender Support Services during the public tender period, and Contract Administration and Field Services during construction. Based on the submitted schedule the project is expected to commence in September 2024 and be completed (including construction) by November 2025.

4. RISK ANALYSIS:

There is risk that if this work is not completed and communicated to MECP prior to the due date that the Town will become non-compliant with the issued Drinking Water License. This may result in environmental penalties and/or fines issued to the Town.

5. FINANCIAL MATTERS:

The 2024 budget includes \$500,000 for the Amherstburg Water Treatment Plant Process Waste Residuals Management.

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

AWTP Process Waste Residuals Management (724027)	Budget	Actual (incl. net HST)	Variance (over)/under
Cost:			
Stantec Consulting Ltd. Proposal	\$500,000	\$284,643.07	\$215,356.93
Total Project Cost	\$500,000	\$284,643.07	\$215,356.93
Funding:			
0126 - Water DC Reserve	\$454,648.00	\$284,643.07	\$170,004.93
0200 - Water Capital Reserve	\$45,352.00	\$0	\$45,352.00
Total Project Funding	\$500,000	\$284,643.07	\$215,356.93

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 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 align="center">PILLAR 3 Encourage Local Economic Prosperity</p> <ul style="list-style-type: none"> <input type="checkbox"/> 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 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 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. ✓ Preserve the Town’s greenspaces, agricultural lands, and natural environment.

8. CONCLUSION:

It is recommended that Council direct the Mayor and the Clerk to execute the agreement with Stantec Consulting Ltd. to commence the Amherstburg Water Treatment Plant Process Waste Residuals Management project.



Todd Hewitt
Manager of Engineering

Report Approval Details

Document Title:	2024 07 08 - Amherstburg Water Treatment Plant Process Waste Residuals Management - Engineering Services.docx
Attachments:	- Stantec AWTP process waste residual 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