

# Municipality of West Elgin Agenda Council Meeting

Date:	September 23 2021, 9:00 a.m.
Location:	West Elgin Community Complex - Hybrid Meeting
	160 Main Street
	West Lorne
	Electronic Hybrid Meeting

Due to Orders under *Reopening Ontario Act*, 2020 this meeting broadcasted electronically. If you wish to view this meeting please contact the Clerk's Department also if you require an alternate format or accessible communication support or wish to receive the link to the meeting, at 519-785-0560 or by email at clerk@westelgin.net.

Pages

- 1. Call to Order
- 2. Adoption of Agenda

Recommendation: That West Elgin Council hereby adopts the Agenda as presented.

3. Closed Session

Recommendation:

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at \_\_\_\_\_\_\_ a.m. under Section 239(2) (b, e & f) of the *Municipal Act, R.S.O. 2001* consideration will be given to matters pertaining to an identifiable individual, including a municipal or local board employee, litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

4. Report from Closed Session

# 5. Disclosure of Pecuniary Interest

# 6. Ontario Clean Water Agency Quarterly Reports

6.1.	Water		7	
	Recomr That We OCWA for infor	mendation: est Elgin Council hereby receives the report from Sam Smith, re: West Elgin Distribution System 2021 Second Quarter Report mation purposes.		
6.2.	Wastew	vater		
	6.2.1.	Rodney Wastewater Treatment Plant Q2	15	
		Recommendation: That West Elgin Council hereby receives the report from Sam Smith, OCWA re: Rodney Wastewater Treatment Plant 2021 Second Quarter Report for information purposes.		
	6.2.2.	West Lorne Wastewater Treatment Plant Q2	27	
		Recommendation: That West Elgin Council hereby receives the report from Sam Smith, OCWA re: West Lorne Wastewater Treatment Plant 2021 Second Quarter Report for information purposes.		
Deleg	ations			
7.1.	Hospice of Elgin 41			
	Present Kate Dy	ation being made on behalf of Hospice Elgin by Laura Sherwood, mock and Dr. Kevin Mardell.		
Adopt	tion of Mi	nutes	54	
Recor That t	mmendat he Minute ated and	ion: es of the Council meeting on September 9, 2021 be adopted as printed.		

# 9. Business Arising from Minutes

# 10. Staff Reports

7.

8.

10.1. Building

# 10.1.1. J. Morgan-Beunen - Building Activity Report August 2021

Recommendation: That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for August 2021 for information purposes. 63

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70

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## 10.2. Operations & Community Services

# 10.2.1. L. Gosnell, Manager of Operations & Community Services -West Elgin Community Pool 2021

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services for information purposes.

# 10.2.2. L. Gosnell, Manager of Operations & Community Services -Arena Operational Update

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services for information purposes.

## 10.2.3. L. Gosnell, Manager of Operations & Community Services -Rodney Christmas Event

Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services, And

That West Elgin Council supports the Rodney Kiwanis and Rodney Lions 'Night Market' event this December in lieu of a Rodney Santa Clause parade, And

That West Elgin Council supports the closure of Furnival Road in downtown Rodney on December 4, 2021 and directs staff to obtain the necessary approvals from Elgin County.

## 10.3. Planning

137

140

# 10.3.1. B. Pearce, Planner - Seaside Wastewater Treatment Facility – Environmental Compliance Approval Application – Statement of the Municipality Authorization (Planning Report 2021-29)

# Recommendation:

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding Seaside Wastewater Treatment Facility – Environmental Compliance Approval Application – Statement of the Municipality Authorization (Planning Report 2021-29); and

That West Elgin Council authorize the Chief Administrative Officer, to sign Section 7.2 of the Environmental Compliance Approval Application on behalf of the Municipality of West Elgin for the proposed wastewater treatment facility for the proposed development of Seaside in Port Glasgow, having no objection to the construction of the proposed works in the Municipality.

# 10.4. Finance/Administration

# 10.4.1. J. Nethercott, Clerk - Dutton Dunwich and West Elgin Waterline Interconnection

Recommendation:

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Dutton Dunwich and West Elgin Waterline Interconnection; and

That West Elgin Council hereby directs staff to bring forward the estimated cost of \$36,000 in the 2022 Water Budget for the Water Meter Relocation of the Pioneer Line Interconnection with Dutton Dunwich, pending approval of the ICIP Green Stream – Drinking Water Capital grant application; and

That West Elgin Council hereby direct staff to start saving funds annually to address the remaining interconnections with Dutton Dunwich within the next 15 years.

# 10.4.2. M. Badura, CAO/Treasurer - Electronic Signs

Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Electronic Signs for information only.

11. Committee and Board Report

	11.1.	West Elgin Community Centre Board of Management - Minutes August 11, 2021	143
	11.2.	Four Counties Transit Committee - Minutes July 16, 2021	147
	11.3.	Councillor Reports from Committees	
12.	Counc	illor Announcements/Inquires	
	12.1.	Notice of Motion	
	12.2.	Matters of Urgency	
		12.2.1. Councillor Cammaert - Request for Truck Route	150
	12.3.	Councillor Announcements	
13.	Accou	nts	
	Recon That th #9A an Arena Payrol	nmendation: ne Mayor and Treasurer are hereby authorized to sign Payment Voucher mounting to \$319,348.16 in settlement of General, Road, Water and Accounts including EFT#4331-4377, online Payments# 765-775 and I PP18.	
14.	Corres	spondence	
	14.1.	Ministry of Municipal Affairs and Housing - Site Plan Control Guide	151
	14.2.	City of Sarnia - Renovictions Resolution	152
	14.3.	Township of Scugog - Structure Inventory and Inspections Resolution	153
15.	Confir	ming By-Law	155
	Recon That B Meetir	nmendation: By-Law 2021-53 being a By-Law to confirm the proceedings of the Regular ng of Council held on September 23, 2021, be read a first, second and	

third and final time.

# 16. Adjournment

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn at \_\_\_\_\_\_ to meet again at 3:00 p.m. October 5, 2021 as Committee of the Whole and as Council at 9:00 a.m. on October 14, 2021 or at the call of the Chair.



# 1266 West Elgin Distribution System Operations Report Second Quarter 2021

Ontario Clean Water Agency, Southwest Region Sam Smith, Senior Operations Manger Susan Budden, Business Development Manager Issue Date: Sept 20th, 2021

## **Facility Description**

Facility Name: West Elgin Distribution System Facility Type: Municipal Classification: Class 1 Water Distribution Drinking Water System Category: Large Municipal Residential Title Holder: Municipality

### Service Information

Area(s) Serviced: The West Elgin Distribution System receives water from the Tri-County Drinking Water System and services the communities of West Lorne, Rodney, Eagle, New Glasgow and Rural areas within the municipality.

#### **Operational Description:**

In addition to the watermains, valves, auto flushers, sample stations and fire hydrants, the West Elgin Distribution System has a water storage facility. The system is controlled at the Tri-County Water Treatment Plant by the SCADA system.

The Rodney Tower in conjunction with the West Lorne Standpipe (a part of the Tri-County Drinking Water System) provides water pressure to the distribution system. The highlift pumps at the Tri-County Water Treatment Plant start when the West Lorne Standpipe reaches the start set point and will continue to fill till the stop set point. Based on the elevations in the system, the Rodney Tower will only begin filling once the West Lorne Standpipe is full. There are four chambers located at Pioneer Line, Marsh Line, Silver Clay and Talbot Line West of Graham that control the flow to Rodney. These chambers contain automated valves so that when the Rodney Tower reaches the start set point the valves open up to allow water to be fed from the West Lorne distribution system. The highlift pumps stop set point of the West Lorne Standpipe will be overridden if the Rodney Tower has not reached its stop set point, and therefore will continue to run to fill up the Rodney Tower.

Key information on the Rodney Tower:

- Single fill/draw 300mm diameter pipe
- Constructed in 1994 by Landmark
- Volume of 1,200m<sup>3</sup>
- Base elevation: 210.8m; Storage elevations: 238.9m to 250.6m; therefore resulting water pressure 276-386kPa (40-56psi)
- Located at 192 Victoria Street in Rodney

Facility Name: West Elgin Distribution System ORG#: 1266

# SECTION 1: COMPLIANCE SUMMARY

#### **FIRST QUARTER:**

There were no compliance or exceedance issues reported for the first quarter.

#### SECOND QUARTER:

There were no compliance or exceedance issues reported for this quarter.

# **SECTION 2: INSPECTIONS**

#### FIRST QUARTER:

On February 24<sup>th</sup>, 2021 a routine MECP inspection took place by Angela Stroyberg. A rating of 98.53% was received. One non-compliance was received for logbooks not being maintain and/or did not contain the required information. On March 29, 2020 the online chlorine analyzers at the tower had a read out of 0.00mg/L. A communication issue happened at the Tri-County Water Treatment Plant that resulted in loss of SCADA records. This issue was noted in the Tri-County logbook but not West Elgin.

#### SECOND QUARTER:

There were no MECP or MOL inspections this quarter.

# **SECTION 3: QEMS UPDATE**

#### FIRST QUARTER:

There have been no updates to QEMS at this time.

#### **SECOND QUARTER:**

An internal audit took place on June 25, 2021 by Terri-Lynn Thomson. 5 opportunities for improvements and 0 non conformances were found.

# SECTION 4: PERFORMANCE ASSESSMENT REPORT

All sampling and testing have met O. Reg. 170/03 requirements. The limit for Total Coliform and E. coli is zero, heterotrophic plate count (HPC) doesn't have a limit. This is an operational guide to initiate an action plan if results are continuously high in an area. Samples are taken at four different locations throughout the distribution system each week, see results below.

	# Samples	Total Coliform Range (cfu/100mL)	E. coli Range (cfu/100mL)	# Samples	HPC (cfu/100mL)
January	16	0 - 0	0 - 0	8	<10-<10
February	16	0 - 0	0 - 0	8	<10-<10
March	20	0 - 0	0 - 0	10	<10-<10

	# Samples	Total Coliform Range (cfu/100mL)	E. coli Range (cfu/100mL)	# Samples	HPC (cfu/100mL)
April	16	0 - 0	0 - 0	8	<10-1030
May	20	0 - 0	0 - 0	10	<10-<10
June	17	0 - 0	0 - 0	9	<10-<10
July					
August					
September					
October					
November					
December					

Trihalomethanes are sampled on a quarterly basis. The table below shows the current running average in 2021. The annual average in 2020 was 58 ug/L, therefore the current running average has decreased 1.3% when compared to the annual average in 2020.

	Limit (ug/L)	THM Result (ug/L)
January 2021	-	42
April 2021	-	43
July 2020	-	45
October 2020	-	99
Running Average	100	57.25

Haloacetic Acids (HAAs) are now required to be sampled on a quarterly basis in accordance with O. Reg. 170/03. The table below shows the running average so far in 2021. The annual average in 2020 was 32.25 ug/L, therefore the current running average has increased 3.6% when compared to the annual average in 2020.

	Limit (ug/L)	HAA Result (ug/L)
January 2021	-	22.2
April 2021	-	26.2
July 2020	-	27.3
October 2020	-	57.9
Running Average	80	33.4

The Rodney Tower continuously monitors the free chlorine residual of the water. The results fluctuate based on fill cycles. During the winter months the results are usually very good, however, once there is warmer weather the chlorine residuals dissipate. In spring of 2018 the Rodney tower installed a re-chlorination facility. Chlorine residuals are taken throughout the distribution system in accordance to O. Reg. 170/03 requirements. The graph below provides the minimum, maximum and average chlorine residuals throughout the distribution system in 2021.



Figure 1. Free Chlorine Residuals in Distribution System

# SECTION 5: OCCUPATIONAL HEALTH & SAFETY

## FIRST QUARTER:

Due to the COVID-19 pandemic; precautionary protection measures have been implemented at all facilities. In addition to the mandatory PPE worn by all operational staff, the following additional steps were taken to assure safety:

- Additional PPE and supplies were sourced as applicable.
- The frequency of facility and vehicle cleaning and surface disinfection was increased and documented
- Staff re-organization was implemented to meet social distancing requirements where applicable.

• Facility access to essential contractors and/or delivery personal are closely monitored. There were no additional Health & Safety issues identified during the first quarter.

## SECOND QUARTER:

There have been no additional health and Safety concerns this quarter.

# SECTION 7: GENERAL MAINTENANCE:

# First Quarter

## <u>January</u>

01-31 Collected weekly bacti samples and residuals throughout distribution system

01-31: Collected week end residuals and auto flushers each week throughout distribution system

06: Rodney tower overflowing, Tri County operator informed and set points adjusted.

19: sample station rounds completed.

## **February**

01-28: Collected weekly bacti samples and residuals throughout distribution system

01-31: Collected week end residuals and auto flushers each week throughout distribution system

- 01: Collected Schedual 15.1 samples for lead and alkalinity.
- 12: Called Prominent help desk to assist with clearing error code on chlorine analyzer.

17: replaced broken parts on auto flusher at the west dead end of Gray line.

25: Sample station monthly rounds completed.

26: verification on hand held colorimeter completed.

## <u>March</u>

01, 08, 15, 22, and 29: Weekly bacti samples obtained and sent to SGS lab.

01, 05, 08, 12, 15, 19, 22, 26, 29: Weekly residuals obtained and recorded.

10: Inspect Hydrant #97, on the corner of Graham Road and Monroe St. after fire department used it. Hydrant is an old Concord hydrant and operated a bit stiff but is operable. Nowhere to grease the hydrant. Notified SOM

18: Delivered 2 x 20L pails of chlorine to Rodney Tower.

29: Flowmetrix onsite for annual flow meter inspection.

30: Started to work on the hydrant located on the corner of Graham Road and #3 highway. Project is put on hold due to not being able to isolate the system, old restraints are attached and will not hold the secondary valve while hydrant being replaced as they are cables attached to the hydrant boot. Running along the valve to the 14" water main along the east side of Graham rd. Notified ORO/SOM a better plan of action is required to complete the work safely.

31: Increased chlorine dose from 0.90ppm to 1.10ppm to prep for flushing of the distribution system.

#### Second Quarter

## <u>April</u>

05, 12, 19, 26: Weekly bacti samples obtained and sent to SGS lab.

02, 09, 16, 23, 30: Weekly residuals obtained and recorded.

05-16: hydrant flushing

06: Completed 2nd quarter THM'S and HAA'S.

13: Completed blow off at 23973 Downie line. 0.86mg/L

20: Driving past auto-flusher at the dead end of line on Graham Rd. by the river. Noticed the auto flusher bubbling up and ditch full of water. Stopped and found the wires disconnected. Fixed the connection and turned off auto flusher. Called TCWTP operator and found trending of the broken wire from Friday. Approx. 1200-1400 m3 per day in north meter chamber. Notified them that it was caused by broken wires. Notified SOM via text.

20: Auto-flusher at the end of Carrol Line is having the drain re-routed to avoid flooding farmer's field. West Elgin completing work themselves. Auto-flusher will be off until tomorrow to allow for work to be completed.

22. Onsite at the dead end of Carrol Line to run the auto flusher so the municipality could ensure the new drainage system works properly. Turned the auto-flusher off after inspection.

23. Completed auto flusher rounds. Auto flusher at 20615 Gray Line was off, caused by the rain sensor wires being broken. Programmed unit that the rain sensor is off now. Dead end of Carrol auto flusher turned off as the new drain is flooding the roadway. Notified SOM and turn unit off till municipality finishes the ditching work.

## May

03, 10, 17, 24, 31: Weekly Bacti samples obtained and sent to SGS.

07, 14, 21, 28: Distribution residuals obtained and recorded.

13: worked on blow offs

20: Greg Penny and Triton Group onsite of hydrant 8 to install back flow preventer for hydro seeding.

20: 24029 Stalker Line live tap new service.

25: completed Blow offs

## <u>June</u>

07, 14, 21, 28: Weekly bacti samples obtained and sent to SGS lab.

4, 11, 18, 25: Weekly residuals obtained and recorded.

01: 24801 Pioneer Line live tap

05: raised water line on Furnival Rd at Center street for new storm drain

10: called Prominent Tech support to assist with 4-20m amp signal adjustment on chlorine analyzer at Rodney Tower

16: assist Van Bree construction with moving a hydrant on queens west of Furnival Rd for new storm drain

22: Landmark completed ROV inspection of tower.

# SECTION 8: ALARMS:

<u>First Quarter</u> No alarms this quarter

<u>Second Quarter</u> No alarms this quarter

# SECTION 9: COMPLAINTS & CONCERNS:

## First Quarter

## <u>January</u>

07: pumped hydrant at Elgin International hall after call was received by West Elgin Fire Chief, post fire operations.

21: received call from Tri County WTP high flows on North meter chamber, investigated issue and found the controller for the auto flusher at Dymock Line had malfunctioned in the open position. Replaced controller.

## **February**

No community complaints

## <u>March</u>

20: Received call from SOM Sam Smith in regards to water leaking out ground at 215 Gilbert Street in West Lorne. Arrived onsite, confirmed complaint and found that service line for factory was leaking on property side of isolation valve. Throttled down valve to slow down flow as property owner could not schedule repair until tomorrow (March 21<sup>st</sup>, 2021). Notified SOM of issues and actions taken.
21: Onsite today @ 215 Gilbert Street to monitor contractors repairs to leaking service line to building. Once excavated down to leaking pipe, isolated valve to stop positive pressure flow to complete repairs. Contractor used 8" repair clamp to fix blow out hole in 8" cast iron pipe. Once repaired, opened valve slowly , flushed slowly thru building to release air from piping etc. Flushed for 25 minutes. Checked for leaks once fully re opened and all appears ok. See water main repair form for further details

### Second Quarter

No community complaints this quarter.



# 5834 Rodney Wastewater Treatment Plant Operations Report Second Quarter 2021

Ontario Clean Water Agency, Southwest Region Sam Smith, Senior Operations Manger Susan Budden, Business Development Manager Issue Date: September 20th, 2021

#### **Facility Information:** Facility Name: Rodney Wastewater Treatment Plant Facility Type: Municipal **Classification:** Class 2 Wastewater Collection, Class 2 Wastewater Treatment **Operational Description:** The collection system consists of sewers and one submersible pumping station. The treatment facility main elements are an extended aeration process designed for combined carbon removal and nitrification. The discharge of secondary clarifier: effluent is filtered and disinfected with ultraviolet light before being re-aerated and discharged to the Sixteen Mile Creek. The waste activated sludge is discharged to a lagoon for storage. Dual-point chemical addition alum: is used for phosphorus removal. Sodium hydroxide is added for control of alkalinity. **Service Information** Areas: Serviced: Village of Rodney

Sixteen Mile Creek to Lake Erie

Extended aeration Continuous, Use of alum Effluent filtration Continuous discharge UV Disinfection Lagoon storage

#### Aleas. Serviceu.

#### **Design Capacity:**

Total Design Capacity: Total Annual Flow (2017 Data): Average Day Flow (2017 Data): Maximum Day Flow (2017 Data): 590 m<sup>3</sup>/day 127,060 m<sup>3</sup>/year 348.1 m<sup>3</sup>/day 588 m<sup>3</sup>/day

#### **Treatment Process Features:**

Effluent Receiver:
Major Process:
Phosphorus Removal:
Additional Treatment:
Discharge Mode:
Effluent Disinfection Practice:
Sludge Stabilization:

#### **Contacts:**

Regional Manager:	Dale LeBritton	519- 476-5898
Sr. Operations Manager:	Sam Smith	226- 377-1540
Business Development Manager:	Susan Budden	519- 318-3271

# SECTION 1: COMPLIANCE SUMMARY

#### **FIRST QUARTER:**

There were no compliance issues to report for the first quarter.

#### **SECOND QUARTER:**

There were no compliance issues to report for the second quarter.

# **SECTION 2: INSPECTIONS**

#### **FIRST QUARTER:**

There were no MECP or MOL inspections during this quarter.

#### **SECOND QUARTER:**

There were no MECP or MOL inspections during this quarter.

# SECTION 3: PERFORMANCE ASSESSMENT REPORT

The average daily flow for the wastewater treatment plant in 2021 is 410.8m3/d. The average daily flow in 2020 was 327.1 m3/d, therefore the flow for 2021 is up by 26% when compared to 2020. The plant is currently at 70% of its rated capacity of  $590m^3/d$ .





Raw samples are taken on a biweekly basis following the ECA requirements. The table below shows the raw sample results for 2021.

#### Table 1. Raw water sample results for 2021.

	BOD5 (mg/L)	TKN (mg/L)	TP(mg/L)	TSS (mg/L)
January Results	83.5	30.3	2.995	59.5
February Results	165	39.15	2.62	231.5
March Results	100	21	2.7	104
April Results	103	29.3	3.25	94
May Results	178	34.733	4.323	138.333
June Results	112.5	37.75	3.675	135.5
July Results				
August Results				
September Results				
October Results				
November Results				
<b>December Results</b>				
Annual Average	127.846	32.25	3.342	128

The effluent is sampled on a bi weekly basis following the requirements of the ECA.

The average effluent BOD5 for 2021 is 3.3mg/L, meeting both effluent objectives and limits identified in the ECA. The annual average result for BOD5 in 2020 was 3.4mg/L, therefore the results for 2021 so far are down by 2.9% when compared to 2020 (refer to Chart 2).





The average effluent TSS for 2021 is 3.9 mg/L, meeting effluent limits identified in the ECA, but exceeding the objective in June, due to high flows,. The annual average result for TSS in 2020 was 5.2mg/L, therefore the results for 2021 are down by 23% when compared to 2020 (refer to Chart 3).





The average effluent TP for 2021 is 0.13mg/L, meeting both effluent objectives and limits identified in the ECA. The annual average result for TP in 2020 was 0.13mg/L, therefore the results for 2021 are up 2% when compared to 2020 (refer to Chart 4).



Chart 4. Average Monthly Effluent Total Phosphorus Results for 2021 Compared to 2020

The average effluent TAN for 2021 is 0.31 mg/L, meeting both effluent objectives and limits identified in the ECA. The annual average result for TAN in 2020 was 0.26mg/L, therefore the results for 2021 so far are up by 20% when compared to 2020 (refer to Chart 5).

#### Chart 5. Average monthly Effluent Total Ammonia Nitrogen Results for 2021 Compared to 2020



Dissolved oxygen (DO) of the effluent is tested on site at the plant; the ECA identifies a minimum level required as an objective. This objective is 5mg/L. The chart below (Chart 6) shows the minimum DO concentrations, there have been no objective exceedances.



Chart 6. Average Dissolved Oxygen (DO) Results for 2021 Compared to 2020

Total Kjeldahl Nitrogen (TKN) is sampled biweekly in accordance with ECA requirements; there are no objective or limits imposed on this parameter. The average effluent TKN for 2021 is 1.36 mg/L. The annual average result for TKN in 2020 was 1.20mg/L; therefore the results for 2021 so far are up by 13% when compared to 2020 (refer to Chart 7).



Alkalinity is sampled at least biweekly in accordance with ECA requirements; there are no objective or limits imposed on this parameter. It is recommended that at least 50mg/L is present in the effluent. The average effluent alkalinity for 2021 is 94mg/L. The annual average result for alkalinity in 2020 was 75mg/L, therefore the results for 2021 so far are up by 25% when compared to 2020 (refer to Chart 8).





pH is sampled at least biweekly in accordance with ECA requirements; there are no objective or limits imposed on this parameter. It is recommended that the pH is in the range of 6.5-8.5. The average effluent pH for 2021 so far is 7.87. The annual average result for pH in 2020 was 7.50; therefore the results for 2021 is up by 4.9% when compared to 2020 (refer to Chart 10).

#### Chart 9. Average pH Results for 2021 Compared to 2020



Temperature is measured at least biweekly in accordance with ECA requirements; there are no objective or limits imposed on this parameter. The temperature of the effluent fluctuates based on outdoor temperatures. The average effluent temperature for 2021 is 8.9°C. The annual average temperature in 2020 was 12°C, therefore the results for 2021 are down 27% when compared to 2020 (refer to Chart 11).



Chart 10. Average Temperature Results for 2021 Compared to 2020

# SECTION 4: OCCUPATIONAL HEALTH & SAFETY

## FIRST QUARTER:

Due to the COVID-19 pandemic; precautionary protection measures have been implemented at all facilities. In addition to the mandatory PPE worn by all operational staff, the following additional steps were taken to assure safety:

- Additional PPE and supplies were sourced as applicable.
- The frequency of facility and vehicle cleaning and surface disinfection was increased and documented
- Staff re-organization was implemented to meet social distancing requirements where applicable.
- Facility accesses to essential contractors and/or delivery personnel are closely monitored.

There were no additional Health & Safety issues identified during the first quarter.

#### SECOND QUARTER:

There were no additional Health & Safety issues identified during the first quarter

# SECTION 6: GENERAL MAINTENANCE:

#### First Quarter

#### <u>January</u>

01, 04-08, 11-15, 18-22, and 25-29: Daily rounds and readings include; clearing debris from bar screen, inspecting clarifier and process, alum dose check, manually wasting, cleaning sand filters and UV channel and, recording data from SCADA.

04,08,15,19,21,28: Rodney pump station inspection. Operated pump(s) in hade-mode to ensure proper operation.

04: Reprogrammed dialer to send to the SWM crew.

07: Flushed alum line with hot water.

08, 15, 21: Manhole inspections at Third Street and Stinson Street. Adequate flow through both at the time of the inspection.

11, 25: Obtained compliance samples to send to SGS lab.

12: Chemtrade onsite for alum delivery of 7000gal.

13: Sprayed clarifier down, cleaned weirs at the end of the aeration.

19: Transferred alum

19: Monthly generator run test at Rodney pump station.

26: Repair plugged / inoperable center filter reject piping for sand filter. Removed clogged section of piping and replaced with new pipe , 90 degree fitting and 2 ferco couplings. Installed repaired sand filter lance in SW sand filter. Nevtro onsite today to deliver parts and air lance system. 29: Nevtro onsite to install #1 RAS pump.

#### **February**

01-05, 08-12, 15-19, 22-26: Daily rounds and readings include; clearing debris from bar screen, inspecting clarifier and process, alum dose check, manually wasting, cleaning sand filters and UV channel and, recording data from SCADA.

02, 04, 09, 16, 23: Rodney pump station inspection. Operated pump(s) in hade-mode to ensure proper operation.

04: Monthly generator run test at Rodney pump station.

02, 25: Manhole inspections at Third Street and Stinson Street. Adequate flow through both at the time of the inspection.

08,22: Obtained compliance samples to send to SGS lab.

22: Nevtro pumps onsite today to install back wash pump #1 in filter room. Pump was removed and rebuilt. Mike from Nevtro to pick up 2 air lances from sand filters tomorrow to take for repairs

23: Sprayed clarifier down, cleaned weirs at the end of the aeration.

# <u>March</u>

01-05, 08-12, 15-19, 22-26, 29-31: Daily rounds and readings include; clearing debris from bar screen, inspecting clarifier and process, alum dose check, manually wasting, cleaning sand filters and UV channel and, recording data from SCADA.

02, 09, 16, 23, 30: Rodney pump station inspection. Operated pump(s) in hade-mode to ensure proper operation.

02,09,16,23,30: Manhole inspections at Third Street and Stinson Street. Adequate flow through both at the time of the inspection.

05: Nevtro on-site to quote repairs on the scum trough arm as well as pick up the sand filter lances for repair. 08, 22: Obtained compliance samples to send to SGS lab.

11: Monthly generator run test at Rodney pump station.

12: UV lights are back online and working properly for the season.

17: Nevtro on-site to install fixed clarifier scum arm. It is now back online

17, 24: Sprayed clarifier down, cleaned weirs at the end of the aeration.

26: Arrived onsite for high effluent flow alarm due to heavy rain over night. Monitored until it was out of high alarm and operating properly.

29: Flowmetrix onsite for annual inspection on the flowmeter

## Second Quarter

## <u>April</u>

01-02,06-09,12-16,19-23,26-30: Daily rounds and readings include; clearing debris from bar screen, inspecting clarifier and process, alum dose check, manually wasting, cleaning sand filters and UV channel and, recording data from SCADA.

06,13,20,27: Rodney pump station inspection. Operated pump(s) in hade-mode to ensure proper operation.

06,13,20,27: Manhole inspections at Third Street and Stinson Street. Adequate flow through both at the time of the inspection.

06,19: Obtained compliance samples to send to SGS lab.

09,12: pumped out rain water from alum containment

09: Chemtrade on site for alum delivery

20: Monthly generator run test at Rodney pump station.

12: Sprayed clarifier down, cleaned weirs at the end of the aeration.

19: Konecranes on site for annual lifting device inspections

19: on site to cut grass

21: building and grounds maintenance work order completed, cleaned office building, filter building, and RAS building

## <u>May</u>

03-07, 10-14, 17-21, 25-28, 31: Daily rounds and readings include; clearing debris from bar screen, inspecting clarifier and process, alum dose check, manually wasting, cleaning sand filters and UV channel and, recording data from SCADA.

04, 11, 18, and 25: Rodney pumps station inspection. Operated pump(s) in hade-mode to ensure proper operation.

04, 11, 18, 25: Manhole inspections at Third Street and Stinson Street. Adequate flow through both at the time of the inspection.

06: Monthly WO#2243436 (UV light inspection) completed. Replaced 2 UV bulbs, 1 sleeve and, cleaned.

06: Completed monthly generator run test for the facility WO#2243436. All systems operated properly, filled out proper paper work. Tested out high level for the pump station for the monthly alarm check WO#2242908. 07: Brian from Gerber Electric onsite to help troubleshoot an issue with the scum pit pump not turning on. After checking the electrical side of things he has suggested we pull the pump and go from there. I have talked with Josh to set up a day early next week to assist in pulling the pump to further investigate the problem 12: On-site today to pull scum pit pump to inspect why it's inop. Locked out, pulled pump with winch system. Found that impeller appears to be spinning free but when powered will just trip out. Called SOM and as per discussion, scheduled NEVTRO to come pick up pump and diag issues. Gerber electric was on-site previous and determined all electrical tested ok from MCC to disconnect and issue must be within pump. 14: Nevtro onsite to take the scum pump to their shop to investigate the issue with it not operating properly. 27: Sanitary Sewer onsite to pump out the scum pit.

#### <u>June</u>

01-04, 07-11, 14-18, 21-25, 28-30: Daily rounds and readings include; clearing debris from bar screen, inspecting clarifier and process, alum dose check, manually wasting, cleaning sand filters and UV channel and, recording data from SCADA.

01, 08, 15, 22, 29: Rodney pumps station inspection. Operated pump(s) in hade-mode to ensure proper operation.

01, 08, 15, 22, 29: Manhole inspections at Third Street and Stinson Street. Adequate flow through both at the time of the inspection.

10, 30: Transferred alum to the day tank.

24: Cleaned the UV racks.

30: Pumped out alum containment of all the rain water from the past week.

30: Completed monthly generator run test for the facility WO#2243436. All systems operated properly, filled out proper paper work. Tested out high level for the pump station for the monthly alarm check WO#2242908.

# SECTION 7: ALARMS:

## First Quarter

There were no alarms this quarter.

## Second Quarter

## April

04: channel 7 alarm operator on site noticed high flow, monitored until out of high level and out of alarm

## May

No alarms this month

## <u>June</u>

03: Channel 7 alarm, high flow after clarifier, found sand filter backed up. Diverted to lagoon to let system catch up.

09: Arrived onsite @ 16:25 found FIT002 flow meter from clarifier to sand filters faulted out. Notified SOM and diverted flow to sand filters at his request. Reviewed electrical drawing found the breaker in cabinet, in admin building. Wires not hooked up to kill power so opened the flow meter covering removing only the positive terminal to cycle power. Powered up unit and it started working. The

chamber was backed up possibly caused by filter back up. System is left to divert overnight. Notified ORO via phone.

# SECTION 8: COMPLAINTS & CONCERNS:

There were no complaints or concerns this quarter.



# 5526 West Lorne Wastewater Treatment Plant Operations Report Second Quarter 2021

Ontario Clean Water Agency, Southwest Region Sam Smith, Senior Operations Manger Susan Budden, Business Development Manager Issue Date: September 20, 2021

# **Facility Information:**

Facility Name:	West Lorne Wastewater Treatment Plant & Collection System
Facility Type:	Municipal
Classification:	Class 2 Wastewater Collection, Class 2 Wastewater Treatment
Operational Description:	The village of West Lorne is served by an extended aeration Wastewater Treatment Plant, comprised of aeration, clarification, filtration, disinfection and sludge disposal. Also included is the collection system with one pumping station and a sanitary sewer system. The operations are in accordance to ECA # 5873-B4RLEJ, which covers the entire plant including the pumping stations.
	The collection system consists of sewers and one submersible pumping station. The treatment facility main elements are an extended aeration process designed for combined carbon removal and nitrification. The discharge of secondary clarifier: effluent is filtered and disinfected with ultraviolet light before being reaerated and discharged to the Zoller Drain and then Brocks Creek. The waste activated sludge is discharged to a lagoon for storage. Dual-point chemical addition alum: is used for phosphorus removal. Sodium hydroxide is added for control of alkalinity.

Service Information	
Areas Serviced:	Village of West Lorne
Design Capacity:	
Total Design Capacity:	900 m <sup>3</sup> /day
Total Annual Flow (2017 Data):	181,074 m <sup>3</sup> /year
Average Day Flow (2017 Data):	496 m <sup>3</sup> /day
Maximum Day Flow (2017 Data):	1,512 m <sup>3</sup> /day

## **Treatment Process Features:**

Effluent Receiver:	Zoller Drain to Brocks Creek to Lake Erie		
Major Process:	Extended aeration		
Phosphorus Removal:	Continuous, Alum addition		
Additional Treatment:	Effluent filtration		
Discharge Mode:	Continuous discharge		
Effluent Disinfection Practice:	UV Disinfection		
Sludge Stabilization:	Lagoon storage		

## Contacts:

Regional Manager:	Dale LeBritton	519: 476-5898
Sr. Operations Manager:	Sam Smith	226-377-1540
Business Development Manager:	Susan Budden	519: 318-3271

# SECTION 1: COMPLIANCE SUMMARY

## FIRST QUARTER:

There were no non-compliances reported this quarter.

#### SECOND QUARTER:

There were no non-compliances reported this quarter.

# **SECTION 2: INSPECTIONS**

#### FIRST QUARTER:

There were no MECP or MOL inspections during the first quarter.

#### SECOND QUARTER:

There were no MECP or MOL inspections during the second quarter.

# SECTION 3: PERFORMANCE ASSESSMENT REPORT

The average daily raw flow for the wastewater treatment plant in 2021 is 521.64 m<sup>3</sup>/d. The average daily flow in 2020 was 484.67 m<sup>3</sup>/d, therefore the flow for 2021 is up 7.6% when compared to 2020. The plant is currently at 58 % of its rated capacity of  $900m^3/d$ .





Raw samples are taken on a biweekly basis following the ECA requirements. The table below shows the raw sample results for 2021 so far.

	BOD5	TKN	ТР	TSS	Alkalinity
	(mg/L)	(mg/L)	(mg/L)	(mg/L)	(mg/L)
January Results	177.5	32.25	3.895	139.5	293
February Results	216	44.85	5.345	269.5	349.5
March Results	92.5	31.7	4.005	211	243.5
April Results	120	36.85	4.11	123	368.5
May Results	173	46.9	5.267	135	335.3
June Results	92.5	12.8	1.85	140.5	213.5
July Results					
August Results					
September Results					
October Results					
November Results					
<b>December Results</b>					
Annual Average	147.4	35.2	4.17	167.1	303.2

Table 1. Raw Water Sample Results for 2021.

The average daily effleunt flow for the wastewater treatment plant in 2021 is 540.96 m<sup>3</sup>/d. The average daily flow in 2020 was 463.8 m<sup>3</sup>/d, therefore the flow for 2021 is up 16.6% when compared to 2020. The plant is currently at 60 % of its rated capacity of  $900m^3/d$ .



Chart 2. Average Monthly Effluent Flow Results for 2021 Compared to 2020

The effluent is sampled on a bi-weekly basis following the requirements of the ECA.

The average effluent cBOD5 for 2021 is 2 mg/L, meeting the objective and limits identified in the ECA. The annual average result for cBOD5 in 2020 was 2.96mg/L, therefore the results for 2021 are down by 32% when compared to 2020 (refer to Chart 3).



Chart 3. Average Monthly Effluent cBOD5 Results for 2021 Compared to 2020

The average effluent TSS for 2021 is 3.2mg/L, meeting the effluent limits identified in the ECA, exceeding the effluent objective in February due to improper alum dosage. The annual average result for TSS in 2020 was 5.7mg/L; therefore the results for 2021 are down by 43% when compared to 2020 (refer to Chart 4).



Chart 4. Average Monthly Effluent Total Suspended Solids Results for 2021 Compared to 2020

The average effluent TP for 2021 is 0.25 mg/L, meeting effluent limits identified in the ECA, objective was exceeded in February due to improper alum dosage. The annual average result for TP in 2020 was 0.15mg/L, therefore the results for 2021 is up 4.2% when compared to 2020 (refer to Chart 5).



Chart 5. Average Monthly Effluent Total Phosphorus Results for 2021 Compared to 2020

The average effluent TAN for 2021 is 0.10mg/L, meeting both effluent objectives and limits identified in the ECA. The annual average result for TAN in 2020 was 0.14mg/L, therefore the results for 2021 are down 4.2% compared to 2020 (refer to Chart 6).



Chart 6. Average Monthly Effluent Total Ammonia Nitrogen Results for 2021 Compared to 2020

Dissolved oxygen (DO) of the effluent is tested on site at the plant, the ECA identifies a minimum level required as an objective. This objective is 5mg/L. The chart below (chart 7) shows the minimum DO concentrations; there have been no objective exceedances.



Chart 7. Minimun Dissolved Oxygen (DO) Results for 2021 Compared to 2020

Total Kjeldahl Nitrogen (TKN) is sampled biweekly in accordance with ECA requirements; there are no objective or limits imposed on this parameter. The average effluent TKN for 2021 is 1.03mg/L. The annual average result for TKN in 2020 was 1.12mg/L, therefore the results for 2021 are down by 8% when compared to 2020 (refer to Chart 8).



Chart 8. Average TKN Results for 2021 Compared to 2020

Alkalinity is sampled biweekly in accordance with ECA requirements; there are no objective or limits imposed on this parameter. It is recommended that at least 50mg/L is present in the effluent. The average effluent alkalinity for 2021 is 93.7mg/L. The annual average result for alkalinity in 2020 was 74.7mg/L, therefore the results for 2021 are up by 25% when compared to 2020(refer to Chart 9).



Chart 9. Average Alkalinity Results for 2021 Compared to 2020

pH is sampled at least biweekly in accordance with ECA requirements; there are no objective or limits imposed on this parameter. It is recommended that the pH is in the range of 6.5-8.5. The average effluent pH for 2021 is 7.64. The annual average result for pH in 2020 was 7.10, therefore the results for 2021 are up by 7.6% when compared to 2020 (refer to Chart 10).



Chart 10. Average pH Results for 2021 Compared to 2020

Temperature is measured at least biweekly in accordance with ECA requirements; there are not any objectives or limits imposed on this parameter. The temperature of the effluent fluctuates based on outdoor temperatures. The average effluent temperature for 2021 is 11.4°C. The annual average temperature in 2020 was 14.3°C, therefore the results for 2021 are down by 20% when compared to 2020 (refer to Chart 11).



Chart 11. Average Temperature Results for 2021 Compared to 2020

# SECTION 4: OCCUPATIONAL HEALTH & SAFETY

#### FIRST QUARTER:

Due to the COVID-19 pandemic; precautionary protection measures have been implemented at all facilities. In addition to the mandatory PPE worn by all operational staff, the following additional steps were taken to assure safety:

- Additional PPE and supplies were sourced as applicable.
- The frequency of facility and vehicle cleaning and surface disinfection was increased and documented
- Staff re-organization was implemented to meet social distancing requirements where applicable.
- Facility accesses to essential contractors and/or delivery personal are closely monitored.

There were no additional Health & Safety issues identified during the first quarter.

#### SECOND QUARTER:

There were no additional Health & Safety issues identified during the second quarter.

# SECTION 6: GENERAL MAINTENANCE: <u>First Quarter</u>

#### <u>January</u>

01, 04-08, 11-15, 18-22, and 25-29: Daily rounds and readings that include; removing scum from clarifier, draining moisture off blower air system for aeration cells, ensuring sand filters are working properly, inspecting UV channel and reviewing SCADA.

01, 04, 05, 08, 11, 15, 19, 21,28: Marsh Street pumping station inspection/readings. Operated pump(s) in hademode to ensure proper operation.

04: Reprogrammed dialer to send to the SWM crew.

- 04: Collected sample to send to SGS lab because of high flows Jan 02 (987.52m3)
- 07: Cleaned the clarifier
- 11, 25: Obtained compliance samples to send to SGS lab.
- 12: Chemtrade onsite for alum delivery (7000gal)
- 21: Monthly generator run test at March Street pumping station.
- 21: Monthly generator run test at West Lorne Wastewater Treatment Plant.
- 21: Monthly aeration DO probe cleaning/inspection completed.
- 26: T&T Power onsite to investigate issues with the SCADA computer freezing.

#### **February**

01-05,08-12, 15-19, 22-26: Daily rounds and readings that include; removing scum from clarifier, draining moisture off blower air system for aeration cells, ensuring sand filters are working properly, inspecting UV channel and reviewing SCADA.

02, 04, 09, 16, 23: Marsh Street pumping station inspection/readings. Operated pump(s) in hade-mode to ensure proper operation.

03: T&T Power on-site to investigate the issues with the scada freezing, they are updating the server and will monitor to see if it fixes the issue.

04: Monthly generator run test at March Street pumping station.

04: Monthly generator run test at West Lorne Wastewater Treatment Plant.

08, 22: Obtained compliance samples to send to SGS lab.

17: Matt from T&T Power on-site to investigate the issues with the Scada computer. He deleted the "trending" off of the scada because it was obsolete anyways and figured that could be the cause of the alarms.

23: Power flicker- acknowledged and reset all systems.

- 24: Cleaned the clarifier/process
- 26: T&T Power onsite to investigate issues with the SCADA computer freezing
#### <u>March</u>

01-05, 08-12, 15-19, 22-26, 29-31: Daily rounds and readings that include; removing scum from clarifier, draining moisture off blower air system for aeration cells, ensuring sand filters are working properly, inspecting UV channel and reviewing SCADA.

02, 09, 16, 23, 30: Marsh Street pumping station inspection/readings. Operated pump(s) in hade-mode to ensure proper operation.

09: Put the aeration sprayers back online for the season

11: Monthly generator run test at March Street pumping station.

11: Monthly generator run test at West Lorne Wastewater Treatment Plant.

08, 22: Obtained compliance samples to send to SGS lab.

19: Reset the SCADA computer due to it faulting out and causing an alarm this morning. Ensured all systems are working properly after resetting. Notified T&T about the issue so they can investigate.

23: Glover-Hill contractor's offsite now. Installed new air receiver and piping and is now online, raw flow is now going through the plant as per normal and the valve to divert to the lagoons is now closed.

23: NCA on-site for general maintenance on the air compressor. Full service; cleaned cooler, replaced drain kit, oil change. Tested and ensured proper operation

17: Cleaned the clarifier/process

24: Grover-Hill and T&T Power on-site today to install/connect new auto samplers. They are now installed and the old ones are removed.

25: Replaced light bulbs in office building that were burnt out. 2 sets of lights not working due to faulted ballasts.

25: Grover-Hill onsite to finish up the auto-sampler installations.

26: Grover-hill on-site to make adjustments to the auto samplers. Syntec on-site to commission the new auto samplers and give training on the programming. Engineer onsite to oversee work being completed.

29: Flowmetrix onsite for annual flowmeter inspections.

30: Franklin Empire and T&T onsite for the installation of the level sensor for the grit channel. It is now in operation and the grit removal system is now working

#### Second Quarter

#### <u>April</u>

1, 06-09, 12-16, 19-23, 26-30: Daily rounds and readings that include; removing scum from clarifier, draining moisture off blower air system for aeration cells, ensuring sand filters are working properly, inspecting UV channel and reviewing SCADA.

06, 13, 20, 27: Marsh Street pumping station inspection/readings. Operated pump(s) in hade-mode to ensure proper operation.

05,06,27: Cleaned the clarifier/process

06, 19: Obtained compliance samples to send to SGS lab.

09: Chemtrade onsite for alum delivery.

12: Contractors replacing air blower lines needed blowers off. Shut down blowers and disabled all associated alarms on SCADA while work is being completed. Changed valves so we are now diverting raw flow to the lagoons while contractors have the blowers off for repairs to the air lines. As per SOM. All systems back to

normal operation at the end of the work day.

13: Contractors are onsite today replacing air blower lines and needed blowers turned off. Shut down blowers and disabled alarms on SCADA while work is being completed. Changed valves so we are now diverting raw flow to the lagoons while contractors have the blowers off for repairs to the air lines. As per SOM. . All systems back to normal operation at the end of the work day.

19: Konecranes onsite for annual lifting device inspections

20: Monthly generator run test at March Street pumping station.

20: Monthly generator run test at West Lorne Wastewater Treatment Plant.

20: Lafarge onsite to pour cement pad at the bottom of the stairs to the aeration tanks.

26: Contacted T&T Power about the communication failure last night for them to investigate the ongoing issue

#### May

03-07, 10-14, 17-21, 25-28, 31: Daily rounds and readings that include; removing scum from clarifier, draining moisture off blower air system for aeration cells, ensuring sand filters are working properly, inspecting UV channel and reviewing SCADA.

03, 17, and 31: Obtained compliance samples to send to SGS lab.

04, 11, 18, 25: Marsh Street pumping station inspection/readings. Operated pump(s) in hade-mode to ensure proper operation.

06: Completed monthly generator run test. WO#2243322. Proper forms filled out. Tested high level alarms for the pump station as well (WO#2242848)

19: Hetek onsite for gas detector inspection/calibration

21, 27: Angelo from ACI was onsite to calibrate and inspect the effluent flow meter. All systems appear to be working properly at this time.

27: Cleaned the clarifier/process

31: Started decanting now that the flowmeter is calibrated and reading correctly, as per SOM.

#### <u>June</u>

01-04, 07-11, 14-18, 21,25, 28-30: Daily rounds and readings that include; removing scum from clarifier, draining moisture off blower air system for aeration cells, ensuring sand filters are working properly, inspecting UV channel and reviewing SCADA.

03, 04, 08,09,14,15,18,21,23,28,30: : Obtained compliance samples to send to SGS lab.

01, 08, 15, 22, 29: Marsh Street pumping station inspection/readings. Operated pump(s) in hade-mode to ensure proper operation.

09: Pump station high level called out due to heavy rain fall and the pump couldn't keep up.

11: Cleaned the UV bulbs.

24: Onsite at WL pump station to pull & inspect inoperable pumps. Removed P102 & P100 and found both full of rags etc. Removed debris and was able to get impeller spinning on pump P102 once debris was removed but still would trip breaker as soon as it started. Spoke to SOM and as per instruction arranged with NEVTRO to pick up pumps on morning to take for inspection/repair.

21, 25: Cleaned the clarifier/process

25: Changed the majority of UV bulbs.

28: Nevtro onsite this morning and removed pumps P102 & P100 to take to shop for inspection/repairs

30: Completed monthly generator run test. Proper forms filled out. Tested high level alarms for the pump station as well.

#### SECTION 7: ALARMS:

#### First Quarter

#### <u>January</u>

03: SCADA; Operator onsite to restart the SCADA computer and ensure proper operation.

08: Backwash high level; operator onsite found that filters were not allowing proper amount of flow through and were not throwing sand as designed. Was able to get filters working properly and plant flowing as designed through filters and plant is no longer backed up. Filter backwash tank is now out of high level alarm and operating in normal range

19: SCADA; Operator onsite to restart the SCADA computer and ensure proper operation.

#### **February**

03: Received page at 02:55 for communication lost, arrived onsite and reset scada computer, communication is now normal and all systems appear to be operating properly at time

08: Onsite for a power flicker, reset compressor, exhaust fans and reviewed SCADA rounds. Completed plant walk through.

11: Onsite due to call out for the SCADA server freezing. Reset the system and ensured all systems are working properly. Notified T&T Power that this issue occurred again.

28: Received channel 2 alarm upon arrival AIT-302A dissolved oxygen for west aeration was at 1.7mg/L, increased minimum blower speed from 30hz to 35 hz. Blew out air lines and monitored system. Air seems to not want to increase. Set the min hz from 35 to 40. At 40 hz the do on AIT-302A. Is holding at 3.5mg/L

#### **March**

03: Onsite for communication failure channel 1Found SCADA Computer - All GoodCompleted Site Checks

11: Received page for gateway alarm at 17:40, arrived onsite and reset SCADA computer all systems are now normal

26: Called in for comm. fail to filter building channel 2. Reset desk top in lab and cleared the alarm. Completed plant walk through all appears normal.

28: Onsite for low DO in the west aeration tank but was out of alarm upon arrival. All other DOs appeared normal on SCADA. Cleaned the DO probe and ensured it was reading accurate

#### Second Quarter

#### <u>April</u>

03: Comm. Fail to the SCADA computer; operator reset the computer, deleted unnecessary data in hopes the system won't freeze again as per T&T Power suggestions. Ensured it was out of alarm and completed plant walk through. All systems in 'normal' operation before leaving the facility.

04: Low DO – West Aeration; Operator noticed the west aeration was reading low, cleaned the probe and monitored until out of alarm. All systems operating 'normal' before leaving the facility.

10: Received call for channel 1 alarm, upon arrival found that the alarm was for communication loss. Reset

scada computer. All systems back to normal.

18: Onsite for Communications Error. Restarted Scada Computer, completed Plant Walk Throughs All Appears Normal.

26: Received page for "communication failure", arrived onsite and reset scada computer all systems are now normal

27: Received alarm page out to site for net 2 communication alarm. Arrived onsite , logged onto SCADA and found alarm for filter backwash high level alarm. Found pump running and level dropping. Completed plant walk thru and all appears ok with filters , clarifiers etc with no issues to report. Monitored until out of high level. Notified SOM of issues and actions taken to rectify.

#### May

11: Onsite for communication fail to the SCADA computer. Reset SCADA and ensured proper operation.26: Onsite for communication failure to SCADA. Re set computer, and regained communication. Checked operation of system and all appears ok again.

#### <u>June</u>

10: Received call for comm. fail. Reset computer and plant walk through all is normal.

13: Called for power flicker, caused by heavy storm that hit the area. Completed plant walk through and started air compressor for sand filters.

25: Received call for Channel 1 alarm, SCADA computer froze. Reset the system and completed plant walk through.

27: Received call from on-call operator that West Lorne Pump Station was in high level due to large rain event (Sam Smith). Instructed operator to carry on with duties in other area as West Lorne P.S has an overflow to the West Lorne Treatment plant lagoons.

27: Received a call from Mike Kalita (West Elgin) regarding a possible sewer blockage at Graham and Jesse St. Arrived onsite to investigate and look for the actual blockage (Sam Smith). Upon further investigation, it was realized that it was not in fact a blockage but a backup from the main P.S being in high level. As there was no reports of property damage resulting from the back up, it was decided to leave the system and allow the P.S to catch up. Onsite at Jesse St. and Graham Rd to confirm that there is no sewer blockage but the issue was in fact the High Level at the West Lorne P.S. West Lorne P.S no longer in high level and sewer mains are flowing freely.

#### SECTION 8: COMPLAINTS & CONCERNS:

There were no complaints or concerns this quarter.





## When Every **Moment Matters**

**Building a Hospice** for Elgin County

"Currently, those who require care are having to be placed in sites outside our community or are having to be institutionalized to meet this level of care.

Take a moment to imagine yourself lying at the end-of-life in a strange and unfamiliar place, vulnerable and alone, and away from home knowing that your family is unable to travel to be with you or can do so, but only under extreme burden."

- Dr. Waleed Chehadi, Chief of Staff, STEGH

### WHY ELGIN

- There are **no** dedicated palliative care beds at our Hospital
- The largest growing vulnerable population is the 'aging single senior' who often lacks caregiver support
- With an aging population, the pressure on the healthcare system and families continue to grow
- Regional Hospices have growing wait lists

## What is Hospice?

Hospice is both a "place" and "type" of care.

Hospice is a healthcare facility providing 24-7 expert palliative care in a welcoming home-like environment.

Hospice palliative care is about relieving pain and suffering while improving the quality of life for those who are living with and dying from a life-limiting illness.

Holistic person and family-centered care addressing the physical, emotional, psycho-social and spiritual and culturally appropriate care needs

Care is provided to the individual, their caregiver, and family and provided at home, in the community, or in Hospice.



Hospice: Campus of Compassionate Care

- Healthcare facility with a home-like atmosphere, offering private suites with 24-7 specialized end-of-life care
- Palliative care clinic
- Caregiver support and respite
- Grief and bereavement programs (virtual counselling services available now)
- Wellness therapies (massage, pet therapy, cooking for one, etc.)
- Children's program
- Navigation and education4-supports





















# The Hospice Difference ...

**Beautiful home-like space** 

Personalized menu (when and where you would like)

**Control** - temperature, lights, sounds

Flexibility- No visitor hour restrictions, free parking, and pets are welcome

A focus on life's moments and joy (music pharmacy, virtual reality, smart TVs, and more)

Access to nature (beds go outside, bird houses, gardens)

Expert care for the entire family (holistic care, family sleep space, dining room, kids play area)

## Impact Beyond Care

- More than 500 individuals and families are expected to receive care from Hospice each year
- Hospice care is 1/3 of the costs of hospital acute care costs)
- 200 volunteers from our community will support the care and operations of Hospice
- Job creation (30+ new jobs) and economic benefits (\$13 million+) from construction and ongoing operations
- St. Joseph's Health Care Society is helping our Community bring the vision of a Hospice to life





### **Our Hearts have landed**



Hospice will be located at **2 South Edgeware Road**, centrally located and anchored in a beautiful wooded area, wrapped in the Carolinian forest that is graced with butterflies, birds, and a collection of native species. A special thank you to the City of St. Thomas for gifting such a wonderful location for the future home of Hospice.

Let the Design of Hospice Begin...



# **HOW CAN YOU HELP?**

- 1. Learn more about the Hospice of Elgin
- 2. Spread the word
- **3.** Advocate for Hospice. This is a once in a generation project that will care for so many families in our community for years to come.

Our Community. Our Hospice.



Thank you



## **Municipality of West Elgin**

#### **Minutes**

#### **Council Meeting**

September 9, 2021, 9:00 a.m. West Elgin Community Complex - Hybrid Meeting 160 Main Street West Lorne Electronic Hybrid Meeting

Present: Mayor D. McPhail Deputy Mayor R. Leatham Councillor T. Tellier Councillor A. Cammaert Councillor B. Rowe

Staff Present:M. Badura, CAO/ TreasurerJ. Nethercott, ClerkL. Gosnell, Manager of Operations & Community ServicesJeff McArthur, Fire ChiefBryan Pearce, Planner

Due to the COVID-19 Pandemic and physical distancing requirements this meeting was held electronically.

#### 1. Call to Order

Mayor Duncan McPhail called the meeting to order at 9:08 a.m.

#### 2. Adoption of Agenda

#### Resolution No. 2021- 280 Moved: Councillor Cammaert Seconded: Councillor Rowe

That West Elgin Council hereby adopts the Agenda as presented.

Carried

3. Closed Session

#### Resolution No. 2021- 281 Moved: Councillor Cammaert Seconded: Deputy Mayor Leatham

That the Council of the Municipality of West Elgin Council hereby proceeds into Closed Session at 9:09 a.m. under Section 239(2) (b & c) of the *Municipal Act*, *R.S.O. 2001* consideration will be given to matters pertaining to an identifiable individual, including a municipal or local board employee and a proposed or pending acquisition or disposition of land by the municipality of local board.

#### Carried

#### 4. Report from Closed Session

#### Resolution No. 2021- 282 Moved: Councillor Cammaert Seconded: Deputy Mayor Leatham

That West Elgin Council gave consideration and provided direction to staff on matters pertaining to an identifiable individual and a proposed or pending acquisition or disposition of land.

#### Carried

#### 5. Disclosure of Pecuniary Interest

No disclosures

#### 6. Adoption of Minutes

#### Resolution No. 2021- 283 Moved: Deputy Mayor Leatham Seconded: Councillor Rowe

That the Minutes of the Council meeting on August 19, 2021 be adopted as circulated and printed.

Carried

#### 7. Business Arising from Minutes

None.

#### 8. Staff Reports

8.3 Planning

#### 8.3.1 Bryan Pearce, Planner - Severance Application E67-21 – Comments to County of Elgin (Planning Report 2021-26)

#### Resolution No. 2021- 284 Moved: Councillor Tellier Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from Bryan Pearce regarding the severance application, File E67-21 – Comments to County of Elgin (Planning Report 2021-26);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for the severance application, File E67-21, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

And further that West Elgin Council directs Administration to provide this report as Municipal comments to the County of Elgin.

#### Carried

#### 8.3.2 B. Pearce, Planner - Severance Application E68-21 – Comments to County of Elgin (Planning Report 2021-27)

#### Resolution No. 2021- 285 Moved: Deputy Mayor Leatham Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Bryan Pearce regarding the severance application, File E68-21 – Comments to County of Elgin (Planning Report 2021-27);

And that West Elgin Council hereby recommends approval to the Land Division Committee of the County of Elgin for the severance application, File E68-21, subject to the Lower-Tier Municipal conditions in Appendix Two of this report;

And further that West Elgin Council directs Administration to provide this report as Municipal comments to the County of Elgin.

#### Carried

#### 8.1 Fire

#### 8.1.1 J. McArthur, Fire Chief - Monthly Report - August 2021

#### Resolution No. 2021- 286 Moved: Councillor Rowe Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Jeff McArthur, Fire Chief re: August Monthly Fire Report for information purposes.

#### Carried

#### 8.2 Operations & Community Services

#### 8.2.1 L. Gosnell, Manager of Operations & Community Services -Monthly Operations Update – August 2021

#### Resolution No. 2021- 287 Moved: Councillor Cammaert Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services for information purposes.

#### Carried

#### 8.4 Clerk's

#### 8.4.1 J. Nethercott, Clerk - Amendment to Fire Training Officer/CEMC Agreement

Resolution No. 2021- 288 Moved: Councillor Tellier Seconded: Deputy Mayor Leatham

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk re: Amendment to Fire Training Officer/CEMC Agreement with County of Elgin; and

That the proposed by-law approving the amending agreement be approved in the by-law portion of the Agenda; and

That the Mayor and Clerk be authorized to execute the abovementioned agreement and any additional documents, if required, to give effect to the agreement.

Carried

#### 8.5 Finance/Administration

8.5.1 M. Badura, CAO/Treasurer & J. Nethercott, Clerk -Administration Monthly Update for August 2021

> Resolution No. 2021- 289 Moved: Councillor Tellier Seconded: Councillor Rowe

That West Elgin Council hereby receives the report from Jana Nethercott, Clerk and Magda Badura CAO/Treasurer re: Administration Monthly Report for August 2021 for information purposes

#### Carried

### 8.5.2 M. Badura, CAO/Treasurer - National Day for Truth and Reconciliation Observance

Councillor Rowe inquired about the possibility of providing a donation towards a local friendship centre and asked that staff look into this.

#### Resolution No. 2021- 290 Moved: Councillor Rowe Seconded: Councillor Tellier

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: National Day for Truth and Reconciliation Observance; and

That West Elgin Council hereby direct staff to fly the "Every Child Matters" Flag on the Municipal Flag Poles, where able on September 30<sup>th</sup> and for 3 days after the National holiday annually in acknowledgment of National Day for Truth and Reconciliation; and

That an acknowledgement ceremony take place at 10 am on Thursday September 30, 2021 at the West Elgin Community Centre, West Lorne and that all available staff attend this ceremony.

#### Carried

8.5.3 M. Badura, CAO/Treasurer - Municipal Office Renovations Award Tender

#### Resolution No. 2021- 291 Moved: Councillor Tellier Seconded: Councillor Cammaert

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Municipal Office Renovations; and

That West Elgin Council hereby awards to the contract for the Municipal Office Renovations to Elgin Contracting and Restoration Ltd. for a total of \$526,000.00 plus applicable taxes; and

That West Elgin Council hereby authorizes the Mayor and CAO/Treasurer to execute any contracts and documents with regards to this project; and

That West Elgin Council hereby redirect funds from the 2021 Operating Budget to cover the shortfall.

#### Carried

Council recessed at 11:28 a.m. and reconvened at 11:37 a.m.

#### 9. Committee and Board Report

#### 9.1 Councillor Reports from Committees

Councillor Tellier reported that the Rodney Aldborough Agricultural Society will be hosting a parade on Saturday September 18, 2021 starting at 11 am.

Mayor McPhail reported that the West Elgin Community Centre Board of Management met on September 8, 2021 to go over the requirements under the vaccine passport system recently announced by the Province of Ontario. At this point with no regulations the common interpretation across Elgin County and surrounding areas is that the building owner is responsible for checking all persons 12 or older for proof of vaccination as of September 22, 2021.

#### 10. Councillor Announcements/Inquires

10.1 Notice of Motion

None.

#### **10.2 Councillor Announcements**

None.

#### 10.3 Matters of Urgency

None.

#### 11. Accounts

#### Resolution No. 2021- 292 Moved: Councillor Rowe Seconded: Deputy Mayor Leatham

That the Mayor and Treasurer are hereby authorized to sign Payment Voucher #9 amounting to \$768,546.27 in settlement of General, Road, Water and Arena Accounts including EFT#4234-4330, online Payments# 747-764, Cheques 25750-25766 and Payroll PP17.

#### Carried

#### 12. Correspondence

- 12.1 City of Hamilton Noise Concerns
- 12.2 AMO- Draft Resolution for National Day for Truth and Reconciliation
- 12.3 AMO Proof of Vaccination

#### 13. By-Laws

13.1 2021-50 Amending Agreement for Fire Training Officer and CEMC with County of Elgin

#### Resolution No. 2021- 293 Moved: Councillor Cammaert Seconded: Councillor Tellier

That By-law 2021-51 being a By-law to Authorize the Execution of an Agreement between The Corporation of the County of Elgin and The Corporation of the Municipality of West Elgin for a Fire Training Officer, be read a first, second and third and final time.

Carried

#### 14. Confirming By-Law

#### Resolution No. 2021- 294 Moved: Councillor Rowe Seconded: Deputy Mayor Leatham

That By-law 2021-52 being a By-Law to confirm the proceedings of the Regular Meeting of Council held on September 9, 2021, be read a first, second and third and final time.

#### Carried

#### 15. Adjournment

Resolution No. 2021- 295 Moved: Councillor Cammaert Seconded: Councillor Tellier

That the Council of the Municipality of West Elgin hereby adjourn at 11:56 a.m. to meet again at 9:30 a.m. on September 23, 2021 or at the call of the Chair.

Carried

Duncan McPhail, Mayor

Jana Nethercott, Clerk



#### Staff Report

Subject:	Building Activity Report August 2021
Date:	2021-09-23
From:	Jackie Morgan-Beunen, CBO
Report To:	Council Meeting

#### **Recommendation:**

That West Elgin Council hereby receives the report from Jackie Morgan-Beunen, CBO re: Building Permit Report for August 2021 for information purposes.

#### Purpose:

The purpose of this report is to provide Council with information regarding the type of permits issued between August 1<sup>st</sup> to 31<sup>st</sup>, 2021 in West Elgin, as well as the permit value and permit fees collected.

#### **Background:**

Time allocation was spent on new applications, plans examinations, correspondence and inspections,

<ul> <li>Total Number of Building Permits Issued in the month of August:</li> </ul>	12
Total Number of those being Demolition Permits issued:	0
<ul> <li>Number of New Residence Building Permits within:</li> </ul>	2
Summary of Permits issued Year-To-Date:	
2021: Number of Permits Issued to end of August:	79
<ul> <li>2020: Number of Permits Issued to end of August:</li> </ul>	70
<ul> <li>2021: Total Construction Value to end of August:</li> </ul>	\$6,623,825.00
<ul> <li>2020: Total Construction Value to end of August:</li> </ul>	\$5,694,206.45
2021: Total Permit Fees to end of August:	\$36,978.89
2020: Total Permit Fees to end of August:	\$51,164.07

#### Financial Implications:

There are no financial implications associated with this report.

#### **Report Approval Details**

Document Title:	Building Activity Report September 2021 - 2021-09-Building.docx
Attachments:	
Final Approval Date:	Sep 17, 2021

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

Jana Nethercott



#### Staff Report

Report To:	Council Meeting
From:	Lee Gosnell, Manager of Operations & Community Services
Date:	2021-09-23
Subject:	West Elgin Community Pool 2021

#### Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services for information purposes.

#### Purpose:

The purpose of this report is to provide West Elgin Council with an update on Operations of the West Elgin Community Pool for the year 2021.

#### Background:

The West Elgin Community Pool operated Monday to Friday from June 30, 2021, till August 27, 2021. This year the pool schedule included daily morning and evening Aqua Fit class which ran for 60 minutes. These classes were enjoyed by regular attendees and new attendees. Open programming included Open Swim, Family Swim and Parent and Tot Swim. The summer heat brought the best of all these programs.

This year the pool had two regular rentals that occurred on Monday and Thursday (daycare) and Tuesday, Wednesday, and Friday (private rental).

Swimming lessons levels 1 through 6 were offered throughout the summer running on a rotating 2week basis. This year we were able to serve 90 students throughout all age levels. In the years to come we are looking at bringing back all lesson levels (including pre-school lessons) and offering private lessons.

Saturday Summer Fun was additional programming offered throughout the summer. Saturday Summer Fun ran for the month of August every Saturday from 9:30 a.m. till 4:30 p.m. Saturday Summer Fun would not have been possible without the local service groups. We would like to send out a huge thank you to the Rodney Kiwanis, West Lorne Optimist, Rodney Lions, West Lorne Kiwanis, West Lorne Fire Fighters Association and Youth Task Team for their sponsorship to help the youth of the community use the pool for free.

Total Number of Persons accessing the pool not including swimming lessons per month

July: 546 persons August: 674 Persons

The average number of students taking swimming lessons per day was 24 students.

#### **Comparison of Pool Attendance**

	<u>2021</u>	<u>2020</u>
July	546	1022
August	674	787
Septembe	er O	139

In 2020 the pool was open 7 days a week and in 2021 the pool was open 5 days a week



#### Pool Use by Program



#### **Financial Implications:**

Pool income per program type

Aqua fit 10 session cards		\$1,215.00
Aqua fit per class		\$1,295.00
Seasons pass		\$ 360.00
Private Pool Rentals		\$4,160.00
Saturday Summer Fun		\$1,105.00
Pool Open Swim		\$ 789.00
Pool Family Swim		\$ 798.00
Pool Swimming Lessons		\$6,175.00
Waiver of Fees (daycare)x2		<u>\$- 420.00</u>
	Total	\$15,477.00

While Council will be provided complete financials at budget time this fall, staff are confident that 2021 pool operations will come in under budget.

#### **Report Approval Details**

Document Title:	West Elgin Community Pool 2021 - 2021-38-Operations Community Services.docx
Attachments:	
Final Approval Date:	Sep 21, 2021

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

Jana Nethercott



#### Staff Report

Report To:	Council Meeting
From:	Lee Gosnell, Manager of Operations & Community Services
Date:	2021-09-23
Subject:	Arena Operational Update

#### **Recommendation:**

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services for information purposes.

#### Purpose:

The purpose of this report is to provide Council with a brief update of operations currently underway at the West Elgin Arena.

#### Background:

Skating season has finally arrived, and with it comes another round of COVID regulations from the province. Staff were scheduled to start making ice on September 7, with an expected opening date of September 20. With the announcement of Ontario's vaccine passport system which will take effect on September 22, staff felt it was necessary to have a meeting with the Arena Board to discuss the implications before putting ice in. This meeting was held on September 8 and, after debating possible issues such as loss of participants and passport enforcement costs, the Board voted to continue with operations as planned. The compressors were started on September 9 and staff began making ice on the 10<sup>th</sup>.

Due to the late start in making ice, a September 20 start date was not achievable, but staff have worked hard, and the arena will be ready for skaters on September 22. This week's schedule will include a training session for skating club coaches and conditioning skates by some minor hockey teams. The full schedule will begin on Monday August 27. As in past years, a part time arena operator will be needed for this season. An advertisement was placed for this position and staff are currently in the process of conducting interviews and completing the hiring process.

As most are aware, the new COVID regulations require all people 12 and older to be double vaccinated before entering recreational facilities (including arenas). These rules have been passed along to all user groups and posted to the municipal website. While these rules are mandated by the provincial government, the burden of monitoring and enforcing this policy falls on the municipality as we are owners of the facility. The Arena Board approved hiring an individual to complete this screening procedure, and staff have followed suit with many neighboring facilities and retained the services of a professional security company for the opening weeks of the season. We all hope that people will understand and respect the rules surrounding entry to the building, but it was felt that professional security services would help prevent issues until patrons become accustomed to the changes.

#### **Financial Implications:**

The additional cost associated with hiring a person to screen at the door will come from 'Safe Restart' funding which was provided by the province last year to help municipalities cope with COVID-19 related expenses.

#### **Report Approval Details**

Document Title:	Arena Operational Update - 2021-40-Operations Community Services.docx
Attachments:	
Final Approval Date:	Sep 21, 2021

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

Jana Nethercott


### Staff Report

Report To:	Council Meeting
From:	Lee Gosnell, Manager of Operations & Community Services
Date:	2021-09-23
Subject:	Rodney Christmas Event

### Recommendation:

That West Elgin Council hereby receives the report from Lee Gosnell, Manager of Operations & Community Services, And

That West Elgin Council supports the Rodney Kiwanis and Rodney Lions 'Night Market' event this December in lieu of a Rodney Santa Clause parade, And

That West Elgin Council supports the closure of Furnival Road in downtown Rodney on December 4, 2021 and directs staff to obtain the necessary approvals from Elgin County.

### Purpose:

The purpose of this report is to decide on what type of event will be held in Rodney this holiday season.

### Background:

In past years, there were 2 Santa Clause parades held, one in Rodney and one in West Lorne. The West Lorne parade was held by the West Lorne Optimists and the Rodney parade was held by the Municipality of West Elgin. Last year, the two groups came together and organized a festival of lights event due to COVID-19. This was a drive through event which could be safely held considering the health crisis we were experiencing.

Now that restrictions have eased and people are able to gather outdoors again, the West Lorne Optimists have indicated their intentions to run a Santa Clause parade in West Lorne again, as in past years. Council did approve funding for the Optimists in the 2021 budget. This left staff wondering what type of event would best suit Rodney, when the idea of a night market was brought forward by two local service clubs. The Rodney Lions and Rodney Kiwanis have formed a committee to organize this event, which includes two municipal staff members.

Staff have considered various options and feel the 'Night Market' may be a new and exciting way of bringing holiday cheer to the town of Rodney. This would provide 2 unique experiences for all members of West Elgin who want to take in a Santa Clause parade (West Lorne) or enjoy a Holiday themed night market (Rodney). Also, by supporting our local service clubs who have taken the lead on these projects, it helps to reduce staff time which is already at a premium.

### **Financial Implications:**

There is money allocated in the 2021 parks and recreation budget for a Christmas event. Staff's recommendation would be to provide financial support to the 'Night Market' committee, similar to the support given to West Lorne Optimists.

# **Report Approval Details**

Document Title:	Rodney Christmas Event - 2021-41-Operations Community Services.docx
Attachments:	
Final Approval Date:	Sep 21, 2021

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

Jana Nethercott



### Staff Report

Report To:	Council Meeting
From:	Bryan Pearce, Planner
Date:	2021-09-23
Subject:	Seaside Wastewater Treatment Facility – Environmental Compliance Approval Application – Statement of the Municipality Authorization (Planning Report 2021-29)

### **Recommendation:**

That West Elgin Council hereby receives the report from Bryan Pearce, Planner, regarding Seaside Wastewater Treatment Facility – Environmental Compliance Approval Application – Statement of the Municipality Authorization (Planning Report 2021-29); and

That West Elgin Council authorize the Chief Administrative Officer, to sign Section 7.2 of the Environmental Compliance Approval Application on behalf of the Municipality of West Elgin for the proposed wastewater treatment facility for the proposed development of Seaside in Port Glasgow, having no objection to the construction of the proposed works in the Municipality.

### Purpose:

To seek Municipal Council's authorization related signing the Environmental Compliance Approval for the Seaside Wastewater Treatment Facility.

### Background:

As Municipal Council may be aware, the Environmental Assessment process was integrated with the Planning process to facilitate the proposed development of Seaside at Port Glasgow on municipal water and private communal sewage services.

As part of the private communal sewage services a new wastewater treatment facility is required for the proposed development.

Project description executive summary from Section 2.1 of the application:

MTE Consultants Inc. (MTE) was retained by Seaside Waterfronts Inc. to complete the design of a communal wastewater treatment plant (WWTP) for the proposed development located in Port Glasgow on Part Lot 6, Concession 14, Aldborough Ward, in the Municipality of West Elgin, County of Elgin.

Seaside Waterfronts Inc. is proposing a Residential-Commercial Development, in approximately 24 hectares of land. The proposed development will include a combination of 343 residential units (single detached, townhomes and apartment

units), and commercial areas. The entire development will be constructed in three separate phases.

The WWTP will be required to treat domestic sewage generated from the residential and commercial units proposed for the development. Treated effluent will be discharged onto the constructed wetland, which will indirectly discharge to Sixteen Mile Creek. The proposed WWTP to service the proposed development will be a Newterra Membrane Bioreactor (MBR) designed for an average flow of 325 m3/day, and flow equalization ahead of the treatment works. The complete wastewater treatment system will be installed within three separate phases, coinciding with the phasing of the proposed development.

Attached is the ECA application as well as the proposed Newterra Microclear Membrane Bioreactor Wastewater Treatment System for the Port Glasgow MBR, as Appendix One and Appendix Two accordingly.

The Developer's Engineer would then submit the application to the Ministry of Environment, Conservation and Parks thereafter to proceed with trying to obtain environmental compliance approval from the Ministry.

### Financial Implications:

None. Cost incurred is part of the developer's responsibility in maturing the conditions of the draft plan of subdivision. The cost of the Municipality's Development Engineering Consultant is borne to the proponent's as part of the Municipality's Fees and Charges By-law.

### Policies/Legislation:

Environmental Protection Act Planning Act

Respectfully Submitted,

Bryan Pearce, HBA, CPT, MCIP, RPP Planner Municipality of West Elgin

# **Report Approval Details**

Document Title:	Seaside Wastewater Treatment Facility - ECA Application Authorization - 2021-29-Planning.docx
Attachments:	<ul> <li>Appendix One - Draft ECA Application.pdf</li> <li>Appendix Two - Newterra MMBR WTF.pdf</li> </ul>
Final Approval Date:	Sep 20, 2021

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

Jana Nethercott



# Environmental Compliance Approval Application

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### **General Information and Instructions**

#### **General Information**

Information requested in this form is collected under the authority of the *Environmental Protection Act* (EPA), *Ontario Water Resources Act* (OWRA) and Environmental Bill of Rights (EBR), and will be used to evaluate applications for Environmental Compliance Approvals (ECAs) issued under Part II.1 of the EPA. This application form should not be used for mobile PCB destruction facilities.

# For all questions related to preparing or submitting this form or about the Ministry's collection of information related to applying for an ECA, contact:

Client Services and Permissions Branch 135 St. Clair Ave. West, 1st Floor Toronto Ontario M4V 1P5 Telephone outside Toronto 1-800-461-6290 or in Toronto 416-314-8001.

#### Instructions

- Applicants are responsible for ensuring that they complete the most recent application form. Application forms and information about the required supporting documentation and technical requirements are available from the Client Services and Permissions Branch (the address and phone number are provided in the General Information on this page). As well, you can get this information from your local District Office of the Ministry of the Environment and Climate Change, and online at: <u>https://www.ontario.ca/page/environmental-approvals</u>
- 2. A complete application consists of:
  - a completed and signed application form;
  - all required supporting documents and technical requirements identified in:
    - i. this form,
    - ii. Ministry guidance,
    - iii. the Applications for Environmental Compliance Approvals regulation, and
  - payment of the application fee (in Canadian funds) by certified cheque or money order made payable to the Minister of Finance, or credit card payment (for payments up to \$10,000). For Transfer of Review, make the cheque or money order payable to the appropriate municipality. The Ministry may return or refuse incomplete applications to the applicant. The Director may require additional information of any application initially accepted as complete.
- 3. Submit the complete application as follows:
  - One (1) paper copy (unless the application is a Transfer of Review), one (1) electronic copy and the fee to the Director, Client Services and Permissions Branch at the address provided in the General Information on this page.
  - If the application is a Transfer of Review, the applicant must submit two (2) copies of the completed application and the fee to the designated municipal authority.
- 4. The applicant must also send a copy of the application without the fee to the local Ministry District Office that has jurisdiction over the area where the facilities are located. DO NOT send payment to the District Office.
  - To locate the appropriate local Ministry District Office, visit the Ministry of the Environment and Climate Change website at: <u>http://www.ontario.ca/environment-and-energy/ministry-environment-and-climate-change-regional-anddistrict-offices</u>
- 5. For Waste Disposal Sites the applicant must also send a copy of the application without the fee to the Clerk's office of the local municipality (both upper and lower tier) in which the facility/proposed facility is located unless the application is for a revocation or an amendment that is environmentally insignificant or the applicant is a municipality. DO NOT send any payment information to the municipality.

Information collected by the Ministry of the Environment and Climate Change is subject to the *Freedom of Information and Protection of Privacy Act (FIPPA)*. If the applicant is of the view that any part of the application is confidential on the grounds that such information constitutes a trade secret or scientific, technical, commercial, financial or labour relations information, please make this known now. Otherwise, the Ministry may make the information available to the public without further notice to the applicant.

It is an offence under the EPA and OWRA to provide false or misleading information in this application and/or accompanying documents.

Complete the sections as shown below.

- Section 1: Applicant Information
- Section 2: Project Information
- Section 3: Regulatory Requirements
- · Section 4: Site Information
- Section 5: Facility Information
- Section 6: Supporting Documentation
- Section 7: Payment Information
- Section 8: Authorization

Fields marked with an asterisk (\*) are mandatory.

1. Applicant Informa	ation			
1.1 Applicant Informatio	n			
Applicant Type *				
Corporation	Individual		Federal Government	Municipal Government
Partnership	Provincial Govern	nment	Sole Proprietor	
Other (specify)				
Applicant Name (Legal na Seaside Waterfronts In	ame of individual or orga c.	anizatio	on as evidenced by legal doo	cuments) *
Select if Business Nar	ne same as Applicant Na	ame		
Business Name *				
Seaside waterronts in	C.	<u> </u>		
Business Number *	E	Busine	ss Website Address	
Primary North American	ndustry Classification Sv	vstem (	(NAICS) Code *	
531390		<b>,</b>	(*******	
Other NAICS Code				
Separate list attached?				
Yes 🖌 No				
Business Activity Descript	tion			

Completion Status (1.1 Applicant Information)

### **1.2 Applicant Physical Address**

Address Type? \*

### Civic Address

CIVIC Address						
Unit Number	Number Street Number * Street Name *					
	62	Ontario Road				
Survey Address		1				
Enter Lot and Cor	cession or Part and Refer	ence Plan				
Lot	Concession	Part	Reference Plan			
Municipality/Unorganized Township * Mitchell		County/District				
Province/State *		Country *	Postal/Zip Code *			
Ontario		Canada	N0K 1N0			

Ontario			Canada		
Telephone Number *		Fax Number	Mobile Number	Email Address *	
519-348-4706	ext.			howard@culliganrealesta	te.ca

### Geo Reference

Description of location	Map Datum	Zone	Accuracy Estimate	Geo- Referencing Method	UTM Easting	UTM Northing
Southwest corner of property	NAD27	17	+/- 10m	Google Earth	484,051.22	4,812,743.33
Physical location of front door or main entrance	NAD27	17	+/- 10m	Google Earth	484,067.49	4,812,755.46

Completion Status (1.2 Applicant Physical Address)

### **1.3 Applicant Mailing Address**

✓ Select if same as Physical Address

Unit Number	Street Number ' 62	Street Name * Ontario Road				
Delivery Designator Delivery Identif		ier		Postal Station		
Municipality/Unorganized Township * Mitchell		*	County/District			
Province/State *			Country * Postal/Zip Code		Postal/Zip Code *	
Ontario			Canada		N0K 1N0	
Telephone Number 519-272-5413	* ext.	Fax Number	Mobile Number	r Email Address * howard@culliganrealestate.ca		ate.ca

Completion Status (1.3 Applicant Mailing Address)

### 2. Project Information

#### 2.1 Project Name and Description

Project Name \* Wastewater Treatment System - Seaside Development

Project Description Executive Summary \*

MTE Consultants Inc. (MTE) was retained by Seaside Waterfronts Inc. to complete the design of a communal wastewater treatment plant (WWTP) for the proposed development located in Port Glasgow on Part Lot 6, Concession 14, Aldborough Ward, in the Municipality of West Elgin, County of Elgin.

Seaside Waterfronts Inc. is proposing a Residential-Commercial Development, in approximately 24 hectares of land. The proposed development will include a combination of 343 residential units (single detached, townhomes and apartment units), and commercial areas. The entire development will be constructed in three separate phases. The WWTP will be required to treat domestic sewage generated from the residential and commercial units proposed for the development. Treated effluent will be discharged onto the constructed wetland, which will indirectly discharge to Sixteen Mile Creek. The proposed WWTP to service the proposed development will be a Newterra Membrane Bioreactor (MBR) designed for an average flow of 325 m3/day, and flow equalization ahead of the treatment works. The complete wastewater treatment system will be installed within three separate phases, coinciding with the phasing of the proposed development.

Supplemental Application Information (select information button for required information for this field) \* MECP Pre-consultation was completed as part of the Class EA process

~	Completion Status (2.1 Project Name and Description)	
2.2 Aj	pplication Type	
Туре	*	
🖌 Ne	W ECA	Amendment to existing ECA
🗌 Re	evocation of existing ECA	Administrative amendment to existing ECA
🗌 Ар	plication for renewal of limited operational flexibility	Consolidation of existing ECAs
Is this mana	application for the addition of a new project type to the sit gement systems or a new sewage facility type?	e or a new municipal waste category/class code to the waste
🗌 Ye	es 🗌 No	
Is this	application for Transfer of Review? *	



### 2.3 Project Type

, ,,		Limited	
Project Type (S	elect all that apply) *	Operational Flexibility?	Pilot Project?
Air - Stationary			
Air - Mobile			
Noise			
Vibration			
Waste Disposal Site - Landfill site	N/A		
Waste Disposal Site - Transfer site			
Waste Disposal Site - Processing site			
Waste Disposal Site - Composting site		N/A	
Waste Disposal Site - Thermal Treatment	site	N/A	
Sewage - Industrial			
Sewage - Municipal			
Sewage - Private			
🗌 Waste Management System – General Wa	ste Management System	N/A	
Waste Management System - Hauled Sew	age (Septage)	N/A	
Waste Management System – Soil Condition	oner for transport to a site for Application on Land	N/A	
Waste Management System - Mobile Wast	e Processing	N/A	
Cleanup of contaminated sites - Mobile		N/A	
Cleanup of contaminated sites - Site specif	ïc	N/A	
Completion Status (2.3 Project Typ     2.4 Approval Information     Application initiated by *	Je)		
Applicant	S. 20.18 Order (attach copy)		
Condition of existing approval		V)	
		y)	
Current Environmental Compliance App	provals that may be changed or amended I	by this application	: 🔽 N/A
Environmental Comp	bliance Approval Number	Date of Issua	nce (yyyy/mm/dd)
Separate list attached?			
Proposed Environmental Compliance A	opprovals related to this project: 🔽 N/A		
Project Type	Ministry Reference Number (if applicable)	Have Submitted	Have not Submitted
Separate list attached?			
Completion Status (2.4 Approval Ir	nformation)		

#### 2.5 Other Approval/Permits for Facility V/A

List all other instruments (approvals or permits) issued by the Ministry of the Environment and Climate Change or applied for under the *Environmental Protection Act, Environmental Assessment Act, Ontario Water Resources Act* and *Safe Drinking Water Act, 2002* and any Environmental Activity and Sector Registrations that are relevant to this application.

Instrument Type	Instrument Number/ Application Reference Number	Approval or Application Date (yyyy/mm/dd)

Separate list attached?

🗌 Yes 🖌 No

List all other instruments (approvals or permits) issued by an agency, municipality or another ministry that are relevant to this application.

Issuing Agency	Approval c	or Permit Name	Approval or Permit Number	Issued Date (yyyy/mm/dd)				
Separate list attached?	Separate list attached?							
🗌 Yes 🖌 No								
Completion Status (2.5 Other Ap	oproval/Permits for	Facility)						
2.6 Technical Contacts								
Technical Contact 1								
Area of Responsibility (Select all that ap	pply) *							
Air 🗌 Noise/Vibration 🖌 Sewag	ge 🗌 Waste							
Name of Technical Contact								
Last Name *		First Name *						
Romero		Nick						
Company * MTE Consultants								
Address Information								
Select if same as Applicant Mailing A	Address							
Civic Address								
Unit Number Street Number *	Street Name *							
123	St. George Stre	et						
Delivery Designator	Delivery Identifier	ifier Postal Station						
Municipality/Unorganized Township *		County/District						
London								
Province/State *	C	Country * Postal/Zip Code *						
Ontario	C	Canada		N6A 3A1				
Telephone Number * Fax	x Number N	Mobile Number Email Address *						
519-204-6510 ext. 2223		nro	omero@mte85.com					



Completion Status (2.6 Technical Contacts)

## 3. Regulatory Requirements

### 3.1 Environmental Bill of Rights (EBR) Requirements

Is this a proposal for a prescribed instrument under the EBR? *
If yes, is this proposal exempted from the EBR requirements? * ☐ Yes ✔ No
If yes, please check one of the following (Please provide supporting information.)
This proposal has been considered in a substantially equivalent process of public participation. (EBR, 1993, s.30.)
Was the public participation process carried out in fulfillment of the requirements related to an approval under the <i>Planning Act</i> ?
Yes No
If yes, was the <i>Planning Act</i> approval related to a plan of subdivision?
This proposal is for an emergency situation. (EBR, 1993, s. 29.)
This proposal is for an amendment to or revocation of an existing Environmental Compliance Approval that is not environmentally significant. (EBR, 1993, s. 22 (3).)
This proposal has been subject to or exempted from EAA Requirements or considered in a decision of a tribunal. (EBR, 1993, s. 32.)
Completion Status (3.1 Environmental Bill of Rights (EBR) Requirements)
3.2 Environmental Assessment Act (EAA) Pequirements
5.2 Livitonmental Assessment Act (LAA) Requirements of the EAA2 *
Ves No
If ves, please select one of the following: *
The proposed undertaking has fulfilled the requirements of the EAA through the completion of a Class EA process
Name of Class EA
Schedule/Group/Category (if applicable)
If applicable, please submit a copy of the proof of completion (for example, Notice of Completion).
Was the undertaking subject of a Part II Order request(s)?
If yes, please submit a copy of the Director's or Minister's decision letter.
The proposed undertaking has fulfilled all of the requirements for the EAA through:
Select all that apply:
completion of an Environmental Screening Process pursuant to O. Reg. 101/07 of the EAA
completion of an Environmental Screening Process pursuant to O. Reg. 116/01 of the EAA
Was the undertaking subject of an elevation request(s)?

If yes, please submit a copy of the Director's decision letter. If an appeal was made to the Director's decision, please also submit a copy of the Minister's decision letter.

completion of an Environmental Screening Process pursuant to O. Reg. 231/08 of the EAA								
Was the undertaking subject of an objection(s)?								
If yes, please submit a copy of the Minister's decision letter. <ul> <li>The proposed undertaking has fulfilled the requirements of the EAA through the completion of an Environmental Assessment.</li> <li>Please submit a copy of the signed Notice of Approval.</li> </ul>	individual							
Was the undertaking exempted from the requirements of the EAA? *								
The proposed undertaking has fulfilled the requirements of the EAA through an exemption provided un	nder:							
Select one of the following								
Section of Ontario Regulation No	c	r						
Declaration/Exemption Order Number								
If Regulation, Declaration Order or Exemption Order does not refer directly to this undertaking, supporting documentation to explain why it applies to this facility	please provide							
Completion Status (3.2 <i>Environmental Assessment Act</i> (EAA) Requirements)								
3.3 Consultation/Notification								
Indigenous Consultation:								
Is the proposed project/activity on Crown land or does/would it alter access to Crown land? *	🗌 Yes 🖌 No							
Is the proposed project/activity in an open or forested area where hunting, trapping or plant gathering could occur? *	🗌 Yes 🔽 No							
Does the proposed project/activity involve the clearing of forested land? *	🗌 Yes 🔽 No							
Could the proposed project/activity impact a water body (e.g., direct discharge) or alter access to a water body? *	🗌 Yes 🖌 No							
Could the proposed project/activity impact cultural heritage or archaeological resources, or access to them? *	🗌 Yes 🔽 No							
Is the proposed project/activity adjacent or close to a First Nation Reserve? *	🗌 Yes 🖌 No							
Is the applicant aware of any concerns from Indigenous communities about this proposed project/activity? *	🗌 Yes 🖌 No							
Were there conditions placed, or direction provided, in another (or previous) permit or approval for consultation in relation to this project/activity? *	🗌 Yes 🖌 No							
Based on the online Guide to Applying for an Environmental Compliance Approval, or direction provided by the ministry or another agency, are Indigenous consultation activities likely required as part of this application process? *	🗌 Yes 🔽 No							

If Yes to the question above, please describe the consultation/notification activities undertaken for this application or as part of another process (e.g., EAA) in relation to the proposed project/activity, including a summary of the notification/ consultation, First Nation and Métis communities contacted, key issues raised and how they were addressed, any changes to the project as a result of these activities, and any planned consultation/notification activities in the future. Please attach supporting documents (e.g., record of consultation, delegation letter and/or direction provided by the Crown, materials provided to communities, meeting notes and agendas, correspondence with communities as appropriate).

If the applicant has determined that consultation with First Nation and Métis communities is not likely required for the proposed project/activity, please provide a rationale why: *
As per the Class EA, consultation with First Nations was completed (under Section 6.2 First Nations/Aboriginal Peoples Consultation). Seaside's project team consulted with the MECP and Aboriginal Affairs and Northern Development Canada (AANDC) for guidance regarding Aboriginal Communities with potential interest in the
Seaside project and the environmental assessment planning of stormwater and wastewater servicing.
Other Consultation/Notification:
Has the applicant had a ministry pre-application consultation in relation to the proposed project? *
✓ Yes □ No
If this application is for a waste disposal site, have the neighbour notification requirements been completed?
If yes, please attach a Public Consultation/Notification Report that includes the notice and list of recipients.
If no, please select the reason for not undertaking neighbour notification:
Application is for an administrative amendment
The proposal was subject to public consultation through an Environmental Assessment process
other , please explain
Are there any other consultation/notification activities that have been undertaken to fulfill requirements by other legislation or through voluntary efforts? *
Yes 🔽 No

If yes, please:

- 1. describe the consultation/notification activities below; and
- 2. attach documents describing each of these consultation\notification activities, any changes to the project as a result of these activities and any planned consultation/notification activities in the future.

Completion Status (3.3 Consultation/Notification)

### 4. Site Information

### 4.1 Site Address or Storage Location

Will the vehicles or equipment be stored at more than one location?

	equipment c							
(If ves. please er	nter all vehic	cle or equipmen	t storage lo	ocations below and	d attach separate lis	t. as nece	ssarv.)	
Select if same as	s Applicant I	Physical Addres	s			-,	<b>,</b> -,	
Address Type? *								
Civic Address	Survey A	Address						
Primary Civic Add	ress							
Unit Number	Street Num	iber Street	Name					
Additional Civic Additi	ddresses							
Unit Number	Street Num	iber Street	Name					
Separate list attache	ed?							
🗌 Yes 🗌 No								
Primary Survey Ad	Idress							
Enter Lot and Conce	ession or Pa	art and Referen	ce Plan *					
Lot *	Conces	ssion *	Part		Refer	ence Plan	l	
6	14							
Additional Survey	Address							
Enter Lot and Conce	ession or Pa	art and Referen	ce Plan					
Lot	Conces	ssion	Part		Referen	ce Plan		
Separate list attache	ed?							
🗌 Yes 🔽 No								
Municipality/Unorga	nized Town est Elgin	ship *		County/District				
Province/State *			(	Country *			Postal	/Zip Code *
Ontario			(	Canada			N0K1	N0
Non-address Information (includes any additional information to clarify the physical location)								
Geo Reference (re	quired)							
Select if same as	s Applicant I	Physical Geo R	eference					
Description of le	ocation	Map Datum *	Zone *	Accuracy Estimate *	Geo-Referencing Method *	UTM Ea	sting *	UTM Northing *
Southwest corner of	property	NAD27	17	+/- 10m	Google Earth	449,3	345.40	4,706,715.83
Physical location of	front door		47					1 700 404 40

Description of location	Map Datum *	Zone *	Accuracy Estimate *	Geo-Referencing Method *	UTM Easting *	UTM Northing *
Southwest corner of property	NAD27	17	+/- 10m	Google Earth	449,345.40	4,706,715.83
Physical location of front door or main entrance	NAD27	17	+/- 10m	Google Earth	449,449.75	4,706,161.49

Completion Status (4.1 Site Address or Storage Location) 1

### 4.2 Site or Storage Location Information

Site Name * Seaside Waterfronts Inc. Developme	nt							
Days and Hours of Operation * 24 hours, 7 days a week	Jays and Hours of Operation *Ministry of the Environment and Climate Change District Office *24 hours, 7 days a weekLondon District Office							
Is the site (property) that is the subject o	f this application owned by	the applicant? *						
✓ Yes □ No								
If no, please include the owner's naming the owner's naming and operate the proposed active set of the	ne, address and a signed do vity, or store vehicles or equ	ocument indicating that the applicant has the authority to ipment on the land.						
Is the applicant the operating authority o	f the site that is the subject	of this application? *						
✓ Yes □ No								
If no, please include the operating au	thority name, address and	phone number.						
Is the site located in an area of developm (NEPDA)? *	nent control as defined by t	ne Niagara Escarpment Planning and Development Act						
Yes 🖌 No								
If yes, please attach a copy of the NE	EPDA permit for proposed a	ctivity.						
Is the site within an area covered by the	Oak Ridges Moraine Conse	ervation Plan? *						
If yes, please attach proof of municip from municipality, etc.).	al planning approval for the	proposed activity/work (for example, zoning by-law, letter						
Completion Status (4.2 Site or St	orage Location Information	)						
4.3 Site Zoning and Classification 🗸	N/A							
Current Land Use	Official Plan Designation	Current Zoning (Please attach zoning map, if available.)						
Adjacent Land Use (select all that apply)	•							
🗌 Industrial 🔄 Agricultural	Commercial	Recreational Residential						
Other (specify)								
Adjacent Land Zoning								
Does the current zoning permit the propo	osed activity?							
Does the applicant have correspondence proposed use?	e from the municipality to co	onfirm that the current zoning of the property permits the						
Yes No If yes, please attach co	rrespondence from the mur	icipality.						
Does the official plan designation support	rt the proposed activity?							
Completion Status (4.3 Site Zoni	ng and Classification)							

### 4.4 Point of Entry into Ontario 🗌 N/A

(for waste management system vehicles that are stored at an address outside of Ontario)

City in closest proximity to the point of entry

Description	of	Point	of	Entr	y
-------------	----	-------	----	------	---

Completion Status (4.4 Point of	Entry into Ontario)	
4.5 Source Protection/Drinking Water	Threats (sewage or waste disposal site applicat	ions only) 🗌 N/A
Check the source protection area(s) whe	ere the activity is/will be located *	
Ausable Bayfield	Cataraqui Region	Catfish Creek
Central Lake Ontario	Credit Valley	Crowe Valley
Essex	🗌 Ganaraska	Grand River
Grey Sauble	Halton	Hamilton
Kawartha-Haliburton	Kettle Creek	Long Point
Lakehead	Lake Simcoe and Couchiching/Black River	Lower Trent
Lower Thames Valley	Maitland Valley	Mattagami
Mississippi Valley	Niagara	North Bay Mattawa
Northern Bruce Peninsula	🗌 Nottawasaga Valley	🗌 Rideau Valley
Raisin Region	South Nation	Saugeen Valley
Sault Ste. Marie	Severn Sound	Sudbury
St. Clair Region	Toronto and Region	Otonabee-Peterborough
Outside a source protection area	Quinte	Upper Thames River
Is the proposed activity located or plann protection plan under the <i>Clean Water A</i>	ed to be located in a vulnerable area identified in Act, 2006? *	a local assessment report source
If yes, what is/are the vulnerable are	a(s)/zone(s)?	
Wellhead Protection Areas	Surface Water Intake Protection Zones	ghly Vulnerable Aquifers
Significant Groundwater Rechar	ge Areas	
Is the activity being applied for identified protection area? *	l as a significant drinking water threat in the asse	ssment report for the local source
Completion Status (4.5 Source F	Protection/Drinking Water Threats)	
<b>4.6 Receiver of Effluent Discharge</b> (s Intermediate Receiver Name * Sixteen Mile Creek	ewage applications only)	
Watershed Name *		
Lower Thames River		
Type of Receiver *		
Surface Water Groundwate	er Other (specify)	

Has the facili	ty received lo	ocal Conservation	n Authority	clearance?	(for stormwater	management facili	ty discharging t	o the natural
environment	) *							

✔ Yes 🗌 No									
If yes, please include a copy of the Cor	If yes, please include a copy of the Conservation Authority clearance.								
Final Receivers 🗌 N/A									
Will the proposed activity discharge sewage	ge to any of the following critical receivers? *								
Lake Simcoe	Rideau River	Detroit River							
Great Lakes	Rouge River	Bay of Quinte							
✓ Other (specify) * N/A									
Is the receiver a Policy 2 receiver? *									
🗌 Yes 🔽 No									
Does the applicant have a Policy 2 deviation approval from the directors?									
Yes No									
If yes, please attach a copy of the Dire	ctor's approval.								
Completion Status (4.6 Receiver or	f Effluent Discharge)								

### **5. Facility Information**

#### 5.1 Air Note\*\* - If the application does not have air emissions please proceed to Section 5.2 Information

#### 5.1.1 Summary of Equipment that Discharges Contaminants to the Air

Select Type of Equipment	Number of Pieces of Equipment
Combustion equipment that uses natural gas, propane, no. 2 oil, landfill gas or sewage treatment gas for fuel for the purpose of providing comfort heating or emergency power, producing hot water or steam, or heating material in a system that does not discharge to the atmosphere (Total Heat input of all units: ≤ 50,000,000 kJ/hr)	N/A
Storage tanks	N/A
Welding operations that use a maximum of 10 kilograms of welding rod per hour	N/A
Combustion equipment that uses waste-derived fuel for the purpose of providing comfort heating, burning ≤ 15 litres per hour	
Heat cleaning ovens used for parts cleaning and associated parts washers or degreasing equipment, other than solvent degreasing equipment	
Cooling towers	
Equipment used to control emissions of contaminants, other than a fume incinerator	
Laboratory fume hoods	
Paint spray booths and associated equipment that have a design capacity of up to 8 litres per hour of paint	
Grain dryers	
Any other equipment not listed above with a flow rate of less than or equal to 1.5 m <sup>3</sup> /second	
Any other equipment not listed above with a flow rate of greater than 1.5 m <sup>3</sup> /second	
Equipment that is subject to an Environmental Compliance Approval, and from which there is no proposed increase in the discharge of any contaminant that was previously reviewed by the Director.	N/A

Completion Status (5.1.1 Summary of Equipment that Discharges Contaminants to the Air)

#### 5.1.2 Emission Summary and Dispersion Modelling (ESDM) Report

Is the review of an existing, approved ESDM required as part of this proposed application?

#### 🗌 Yes 📃 No

If yes, identify the number of emission sources described in the existing ESDM Report that emit contaminants in common with the sources forming the subject of the application (if none, enter zero).

Have all of these emission sources been described in an ESDM Report that was previously reviewed as part of an application for an existing Environmental Compliance Approval?

🗌 Yes 📃 No

Completion Status (5.1.2 ESDM Report)

#### 5.1.3 O. Reg. 419/05 Requirements

Which of the following sections of O. Reg. 419/05 applies to th	e facility?
s.19 (Schedule 2)	
S. 20 (Schedule 3)	
Does not apply. Please indicate reason	
Has an instrument under O. Reg. 419/05 been issued?	
Yes No	
If yes, what type(s) of instruments (including any notices,	orders or approvals) has (have) been issued? (select all that apply)
ss. 4(2) Adjacent Properties	ss. 7(1) Specified Dispersion Models
ss. 8(2) Negligible Sources	ss. 10(2) Operating Conditions
ss. 11(2) Refined Emission Rates	ss. 13.1 Value of Dispersion Modeling Parameters
ss. 13(1) Meteorological Data	ss. 14(6) Area of Modelling Coverage
ss. 20(4) Speed-up Request	ss. 20(5) Speed-up Order
s. 35 Site-specific Standard	ss. 35(14) Site-specific Standard Order
ss. 39(3) Technical Standard Registration (Industry Standard)	ss. 39(4) Technical Standard Registration (Equipment Standard)
Other (list all that have been issued)	
Is an instrument under O. Reg. 419/05 being requested as par	t of this application?
Yes No	
If yes, what type(s) of notice, order or approval is (are) bei	ng requested?
ss. 7(1) Specified Dispersion Models	ss. 8(2) Negligible Sources
ss. 10(2) Operating Conditions	ss. 11(2) Refined Emission Rates
ss. 13(1) Meteorological Data	ss. 14(6) Area of Modelling Coverage
ss. 20(4) Speed-up Request	s. 32 Request for a Site-specific Standard Order
ss. 39(1)(a) Application for Technical Standard Registration (Industry Standard)	ss. 39(1)(b) Application for Technical Standard Registration (Equipment Standard)
Other (list all that have been issued)	
Please attach the form(s) requesting the notice(s) and/or order	(s) and any additional supporting information.
Has an s. 30 Upper Risk Threshold (Schedule 6) been exceed	ed?
Yes No	
If yes, please include additional supporting information.	
le the facility leasted in a multi tangent building?	

Is the facility located in a multi-tenant building?

🗌 Yes 🗌 No

If yes, additional information may be requested.

Are all of the contaminants to which the application relates represented in the Ministry of the Environment and Climate Change publication titled "Summary of Standards and Guidelines to support Ontario Regulation 419: Air Pollution- Local Air Quality' or have they been screened out based on the publication titled "Jurisdictional Screening Level (JSL) List, A Screening Tool for Ontario Regulation 419: Air Pollution - Local Air Quality"?

Yes No

(If no, please attach Supporting Information for a Maximum Ground Level Concentration Acceptability Request for Compounds with no Ministry POI Limit - Supplement to Application for Approval, EPA S. 9).

Completion Status (5.1.3 O. Reg. 419/05 Requirements) Completion Status (5.1 Air) Note\*\* - If the application does not have noise emissions please proceed to Section 5.3 5.2 Noise 5.2.1 Noise Assessment Information Has an Acoustic Assessment Report (AAR) been completed in relation to the proposed project/activity? Yes No If yes, please attach the Acoustic Assessment Report Does the AAR show that applicable limits are met? Yes No If no, please attach the Acoustic Assessment Report including the Noise Abatement Action Plan If no, is the application eligible for Primary or Secondary Noise Screening? Yes No Note that if the proposed activity is not eligible for either of the screenings, an AAR must be submitted. If yes, is the proposed activity eligible for the Primary Noise Screening? 🗌 Yes 🗌 No If yes, is the actual separation distance between the facility and the nearest noise sensitive point of reception (POR) greater than the minimum required separation distance calculated from the Primary Noise Screening? Yes No If yes, please attach the Primary Noise Screening form and supporting documentation. Note that if the Primary Noise Screening is not successful then the applicant may attempt to proceed with the Secondary Noise Screening. If no, does the Secondary Noise Screening Form show that the applicable sound level limits are met? Yes No If yes, please attach the Secondary Noise Screening Form and supporting documentation. Note that if meeting the applicable sound level limits cannot be demonstrated, then an AAR must be submitted.

Completion Status (5.2.1 Noise Assessment)

### 5.2.2 Equipment Subject to Noise Review

		Description		Number of Pieces of Equipment				
	Arc Furnaces							
	Asphalt Plants							
	Blow-down Devices							
	Co-Generation Facilities							
	Crushing Operations							
	Flares							
	Gas Turbines							
	Pressure Blowers or Large Induced Dr 1.25 kilopascals)	aft Fans (flow rate > 47 m³/second or stat	ic pressure >					
	Any other equipment not listed above t connection with an application for an E facility	hat has not previously been reviewed by nvironmental Compliance Approval with r	the Director in respect to the					
	Any other equipment not listed above that is identical to equipment for which a noise assessment was previously reviewed by the Director in connection with an application for an Environmental Compliance Approval with respect to the facility							
~	Completion Status (5.2.2 Equipment S	ubject to Noise Review)						
~	Completion Status (5.2 Noise)							
5.3 Se	wage Works Information							
Note**	- If the application does not contain Sev	wage Works please proceed to Section 5	.4					
5.3.1	Facility Type - Sewage Works							
Select	the type of facility that is the subject of	the application (select all that apply). *						
🖌 Se	wage Treatment Plant (STP)	Stormwater Management Facility						
For th	e following, the applicant must complete	and attach the relevant sections of the p	ipe data form:					
Sto	orm Sewers	Ditches	Combined Sew	ers				
🗌 Fo	rce mains	Sanitary Sewers	Pumping Statio	n				
Se	ewage Treatment Plant Details							
	Primary	Secondary	Tertiary					
	Receives septage	Constructed/Engineered Wetlands	On-site system					
	Lagoons (check all that apply below)							
	🗌 Septage 🔄 Municipal	Other (specify)						
Fa	cility Type *							
<b>~</b>	Municipal or private facility							
	Category: * $\checkmark$ New $\square$ 1 $\square$ 2 $\square$ 3 $\square$ 4							
	Please indicate the maximum design of	capacity of the municipal or private sewag	ge treatment plant: *					
	✓ ≤ 4,500 m³/day  > 4,500 m³/day	ay						
	Facility for the treatment of leachate							

Category:	New	1	2	3	4
-----------	-----	---	---	---	---

Exactly for the treatment of	industrial process wastewater	
Category: New 1		
Facility for the disposal of n	on-contact cooling water	
Subsurface disposal		
Please indicate the design	capacity of the subsurface disposal:	
≤ 15m³/day > 15 r	$n^{3}$ /day and < 50 m <sup>3</sup> /day $\square$ > 50 m <sup>3</sup> /d	lay
Stormwater Management Fa	cility Details	
Category: 🗌 New 🗌 1 [	2 3 4	
Pond Type		
Wet Pond Dry Pond	Other (specify)	
What is the drainage area (in h	ectares) associated with the proposed	activity?
Does the applicant own all, or	part of the drainage area?	
Applicant owns all of the dr	ainage area	
Applicant owns part of the o	Irainage area	
Applicant does not own the	drainage area	
For the drainage area land the drainage area?	that the applicant does not own, does	the applicant have an agreement with the owner(s) of
What is the predominant type	of land use in the drainage area?	
		Posidential
		Residential
Is a Hydrogeological Assessment r	equired? ^	
(If yes, please attach the hydro	jeological assessment.)	
ls a review of effluent criteria asses ☐ Yes	ssment for stormwater management, c	ooling water or soil remediation facilities required? *
(If yes, please attach the final e	ffluent criteria accepted by the Region	al Office of the Ministry.)
ls a review of effluent criteria asses plant required? *	ssment for municipal or private sewage	e, industrial process wastewater or leachate treatment
Yes 🖌 No		
(If yes, please attach the final e	ffluent criteria accepted by the Region	al Office of the Ministry.)
Note: The Hydrogeological Ass with the Ministry's regional tech A proof of concurrence from tec	essment, effluent criteria, and surface nical support section during a pre-appl hnical support must be included as pa	water assessment must be discussed and prepared lication meeting(s) and consultation(s) with the Ministry. rt of the ECA application package.
Completion Status (5.3.1 F	acility Type - Sewage Works)	
5.3.2 Servicing		
The works will provide sewage ser Residential	<i>v</i> icing for (select all that apply): *	
Residential Type *		
✓ Subdivision	Condominium	Institutional
Other (specify)		
Is there a Municipal Responsib	ility Agreement in place? *	
	97	D 40607

	☐ Yes  ✓ No  ☐ N/A (If yes, please attach a copy of the Municipal Responsibility Agreement.)							
Cor	mmercial Type							
	Hotel, Motel, Inn	Campground, Park	Rental (	Cabins				
	Resort	Shopping Malls	Restaur	ant				
	Highway Service Station/Gas Bars	Other (specify)						
🗌 Indu	Istrial							
Des	scribe							
~	Completion Status (5.3.2 Servicing	a)						
5.3.3 S	ewage Servicing for Waste Disp	osal/Landfill Sites						
Does/W	/ill the sewage treatment facility re	ceive waste disposal/landfill site leachate?	*					
Yes	✓ No							
lf yes, p	lease identify the site(s) below.							
	Name of Site Cor	Enviror Complianc Nur	Environmental Compliance Approval Number					
1.								
~	Completion Status (5.3.3 Sewage	Servicing for Waste Disposal/Landfill Sites	)					
~	Completion Status (5.3 Sewage W	/orks)						
5.4 Was	ste Disposal Site							
Note** -	- If the application is not for a wast	e disposal or processing site please proce	ed to Section	5.5				
5.4.1 Fa	acility Description - Waste Dispo	sal Site (information on the nature of the p	proposed bus	siness or acti	vity at this site)			
Service	Area			Total Area o	of Site (hectares)			
Monitor	ing (select all that apply)							
Grou	undwater	Surface Water	🗌 Landfil	IGas				
	chate							
	er (specify)							
Type(s)	of waste to be accepted at this sit	e (select all that apply)						
Subject		Non-subject:						
Haz	ardous Waste	Municipal (non-hazardous)						
 Liqu	id Industrial Waste	Other Liquid Waste						
Municip	al waste categories to be accepted	d at this site (select all that apply)						
🗌 All C	Categories	Contaminated Soil	Domes	stic Sources				
🗌 IC &	I Sources	Source Separated Organics	Tires					
Leaf	f and Yard Waste	☐ Wood Waste	Blue B	ox Materials				
🗌 Othe	er (specify)							

Other liquid waste categories to be accepted at this site (select all that apply)

Processed Organics

Waste from Food Processing/Preparation Operations

Hauled SewageOther (specify)

### Hazardous Waste / Liquid Industrial Waste

Class Code					



**5.4.2 Waste Transfer/Processing/Composting -** Complete this information if waste transfer and/or processing and/or composting take(s) place at this facility

Waste Type to be Transferred or Processed

Hazardous waste or liquid ind	lustrial waste
Design Capacity	
☐ ≤ 100 tonnes per day	> 100 to

 $\square \le 100$  tonnes per day  $\square > 100$  tonnes per day

Waste other than hazardous waste and liquid industrial waste

Design Capacity

 $\Box \leq 100$  tonnes per day  $\Box > 100$  tonnes per day

Change to Operations

No Change Proposed

Change does not require fundamental design review

Change requires fundamental design review

#### Liquid Waste

Maximum Storage Capacity (m<sup>3</sup>)

Hazardous	Liquid Industrial	Other Liquid Waste
Maximum Residual f	or Final Disposal (m³)	

Hazardous		Liquid Industrial Was	te	Other Liquid Waste		
Daily Annually		Daily Annually		Daily Annually		

#### Solid Waste

Maximum Storage Ca	apacity (tonnes)								
Hazardous	Non-Hazardous								
Maximum Residual	for Final Disposal (to	onnes	5)						
Hazardous Non-hazardous									
Daily	Annually	Daily		Annuall	у				
Maximum Amount o	of Waste to be Receiv	ved D	aily						
Liquid (m <sup>3</sup> )					Solid (tonnes)				
Hazardous	Liquid Industrial	Other Liquid Wa		aste	Hazardous	Non-hazardous			

Completion Status (5.4.2 Waste Transfer/Processing/Composting)

### 5.4.3 Thermal Treatment Facility - Complete this information if thermal treatment takes place at this facility

Waste Type for Theri	mal Treatm	ent							
Hazardous waste	or liquid ind	dustrial wa	iste						
Design Capacity									
≤ 100 tonnes	per day	<b>&gt;</b>	100 to	nnes per day					
Waste other than	hazardous	waste and	d liquid	d industrial waste	•				
Design Capacity									
≤ 100 tonnes	per day	<b>□</b> >	100 to	nnes per day					
Change to Operation	S								
No Change Prope	osed								
Change does not	require fun	damental	desigr	n review					
Change requires	fundamenta	al design r	eview						
Liquid Waste									
Maximum Storage C	apacity (m <sup>3</sup>	)							
Hazardous Liquid Industrial Other Liquid Waste									
Maximum Residual f	or Final Dis	posal (m³)							
Hazardous			Liquid Industrial Waste		te		Other Liqui	id Waste	
Daily	Annually		Daily	Daily Annually Daily		Daily		Annually	
Solid Waste	I								
Maximum Storage C	apacity (ton	ines)							
Hazardous	Non-Haza	ardous							
Maximum Residual f	or Final Dis	posal (ton	nes)						
Hazardous					Non-ha	zardous			
Daily		Annually			Daily			Annually	
Maximum Amount	of Waste to	be Rece	ived C	aily					
Liquid (m <sup>3</sup> )						Solid (tonnes	6)		
Hazardous	Liquid I	ndustrial		Other Liquid Wa	aste	Hazardous		Non-h	nazardous
Maximum Daily Fee	d Rate (to	nnes/m³)							
Hazardous Waste (to	onnes)	Non-haza	ardous	Waste (tonnes)	Liquid	l Industrial Wa	aste (m³)	Other Li	quid Waste (m³)
Completion S	itatus (5.4.3	3 Thermal	Treatr	nent Facility)				_	
5.4.4 Landfill Site -	Complete t	this inforr	natior	n if this facility o	perates	s as a landfill	site		
Waste Types to be a	ccepted at t	the Landfil	I	2	•				
Hazardous waste	or liquid ind	dustrial wa	iste						
Design Capacity									
≤ 40,000 m <sup>3</sup>		<b>&gt;</b>	40,000	0 m³ ≤ 3 million n	n <sup>3</sup>	> 3 million m <sup>3</sup>	ł		
Waste is only unc	contaminate	ed tree stu	mps, l	eaves, branches,	, concre	te and rocks			

Desigi	n Capacity	<b>,</b>						
$ \leq 2 $	40,000 m <sup>3</sup>		☐ > 40,00	$0 \text{ m}^3 \leq 3 \text{ million r}$	$m^3$ $\square$ > 3 million	on m³		
□ Waste concre	─ Waste other than hazardous waste and liquid industrial waste, other than uncontaminated tree stumps, leaves, branches,							
Desigi	n Capacity	,						
≤ 4	$\square \le 40,000 \text{ m}^3$ $\square > 40,000 \text{ m}^3 \le 3 \text{ million m}^3$ $\square > 3 \text{ million m}^3$							
Change to	o Operatio	ns						
🗌 No Ch	ange Prop	osed						
Chang	le does no	t require fur	ndamental desigr	n review or hydro	ogeological asses	ssment		
Chang	e requires	fundament	al design review	or hydrogeologi	cal assessment			
Note: <sup>-</sup> with th A proo	The Hydro le Ministry' of of concu	geological A s regional te rrence from	Assessment, effl echnical support technical suppo	uent criteria, and section during a rt must be includ	surface water as pre-application r led as part of the	ssessment mus meeting(s) and ECA applicatio	t be discussed a consultation(s) vn package.	and prepared with the Ministry.
Maximum	n Landfillii	ng Capacity	y (m³)					
Hazardou	s Waste		Non-hazardous	Waste	Liquid Industrial	Waste	Other Liquid V	Vaste
Maximum	n Amount	of Waste to	o be Received					
Hazardou	s Waste (to	onnes)	Non-hazardous	Waste (tonnes)	Liquid Industrial	Waste (m³)	Other Liquid V	Vaste (m³)
Daily	Ann	ually	Daily	Annually	Daily	Annually	Daily	Annually
Landfill Ir	nformatio	n						
			Area to be Land	filled (hectares)	Total Site Area	including Buffer	· Area (hectares	)
<b>F</b> all so to 1					Develation Open			
Estimated	Date of C	losure (yyy	y/mm/da)		Population Serv	/ea		
Control Ty	vpes (selec	t all that ap	ply)		•			
Leacha	ate Collect	ed and Trea	ated Off-site		Leachate Co	ollected and Tre	ated On-site	
Landfi	ll Gas Colle	ected and F	lared		Landfill Gas	Collected for E	nergy Generatic	n
Other	(specify)							
V Co	ompletion \$	Status (5.4.4	4 Landfill Site)					
V Co	ompletion \$	Status (5.4 \	Waste Disposal :	Site)				
5.5 Waste	e Manager	nent Syste	ms (Except Mo	bile Waste Proc	essing)			
Note**- If	the applica	ation is not f	for a waste mana	agement system	please proceed t	to Section 5.7		
551 Flee	et List (all	vehicles and	d equipment to b	e used in the on	eration of the Wa	aste Manageme	ent System)	
Vear	Mal			Vehicle Identific	cation Number (V		Plate Number	Province/State
rear			WOUCI					
Soparata	list attachs							
Separate	not attache	5U !						

Yes No

Completion Status (5.5.1 Fleet List)

5.5.2 Vehicle Information

Are all the vehicles to be used owned by the applicant?

#### Yes No

If no, please include additional information about ownership arrangements for each vehicle not owned by the applicant.

Has a minimum of \$1,000,000.00 liability insurance been obtained for all vehicles for which it is required?

Yes No

Describe any additional insurances that are held (for example, environmental impairment liability insurance).

Completion Status (5.5.2 Vehicle Information)					
5.5.3 General Waste Management System					
Type(s) of Waste to be Transported by the General Waste Management System (select all that apply)					
Subject:	Non-subject:				
Hazardous Waste	Municipal (non-hazardous)				
Liquid Industrial Waste	Other Liquid Waste				
Non-subject Categories to be Transported by the General Waste Management System (select all that apply)					
Blue Box Materials	Domestic Sources				
Commercial	Non-Hazardous Solid Industrial				
Leaf/Yard Waste	Wood Waste				
Spill Cleanup Material	Contaminated Soil				
	Asbestos Waste in Bulk				
Waste Wash Water	Grease Trap Waste				
Waste from Food Processing/ Preparation Operations	Dewatered Catch Basin Clean-out Material				
Processed Organics (not for land application)	Other (specify)				

#### Subject Waste Categories to be Transported by the General Waste Management System

#### Hazardous Waste / Liquid Industrial Waste

| Class Code |
|------------|------------|------------|------------|------------|
|            |            |            |            |            |

Separate list attached?

🗌 Yes 🔄 No

All drivers are/will be trained in accordance with O. Reg. 347 and all pertinent environmental legislation.

Each vehicle used to transport a specific subject waste class is suitable for that waste transportation in order to protect the health and safety of the public and the natural environment.

Note: For transporters of pathological waste and PCBs (waste classes 243 and 312) Operations Manual and Driver Training Manual must also be attached and Financial Assurance must be provided.

#### **General Waste Management System - Disposal Site Information**

What is the Final Destination of Waste to be Transported by the General Waste Management System? (select all that apply)

A disposal site in Ontario approved by the Ministry of the Environment and Climate Change

Disposal sites outside of Ontario approved by another regulatory agency

#### List the destination province(s)/state(s)

Province/State	Province/State	Province/State	Province/State

Completion Status (5.5.3 General Waste Management System)

**5.5.4 Soil Conditioner Waste Management System** (includes non-agricultural source material (NASM) that is waste and processed organic waste (biosolids) destined for land application only)

Has the applicant received recommendation from Biosolids Utilization Committee (BUC) for land application of processed organic waste (biosolids) or NASM?

Yes If yes, please provide a copy of the BUC recommendation.

No If no, please clarify

#### Spreading equipment (land application only)

Equipment Type	Make and Model	Description

Separate list attached?

🗌 Yes 🔄 No

Method of system operation (land application only)

Estimated quantity to be handled on an annual basis (cubic metres/litres/tonnes)

Please describe the loading procedures:

Please describe the spreading methods:

Please describe the storage facilities (tanks, lagoons, etc.):

#### Soil Conditioner Waste Management System - Land Application Sites

What is the final destination of waste to be transported by the soil conditioner waste management system? (must include for land application only)

Non-agricultural land

Completion Status (5.5.4 Soil Conditioner Waste Management System)

Agricultural land

### 5.5.5 Hauled Sewage (Septage) Waste Management System

Type(s) of hauled sewage (septage) to be transported

Portable toilet waste	Septic tank waste
-----------------------	-------------------

Other (specify)

#### Spreading equipment (land application only)

Equipment Type	Make and Model	Description

Separate list attached?

Yes No

Does this system include in-transit storage?

Both agricultural and non-agricultural land

Holding tank waste

If yes:
<ul> <li>a) What is the duration of storage? Please specify (Maximum period of in-transit storage should not exceed more than two weeks):</li> </ul>
<ul> <li>b) Is the storage tank a prefabricated tank with the capacity &lt; 100,000 L, designed and constructed in accordance with a Class 5 Sewage System under the Ontario Building Code or CAN/CSA B66-05?</li> <li>Yes No. If no, please provide a copy of the design of the storage tank signed and dated by a professional engineer.</li> </ul>
Does this system include in-transit processing?
a) Location of in-transit processing:
☐ In Vehicle ☐ In-storage Tank
Does this system use barge/boat to transport hauled sewage (septage)?
Yes No
If yes:
a) Has a minimum of \$1,000,000.00 liability insurance been obtained for the barge/boat for which it is required?
b) Does the barge/boat have an engine of 10 horsepower (hp) or more, for which a commercial vessel license is required from Transport Canada?
Yes No If yes, please include a copy of the commercial vessel license.
Note: For in-transit storage or processing the applicant must include with the application the consent of the landowner, if the landowner is different than the applicant. A financial assurance estimate must be provided by applicants using in-transit storage or using in-transit processing where processing is conducted in the in-transit storage tanks.
Hauled Sewage (Septage) Waste Management System - Land Application Sites 🛛 N/A
List the Environmental Compliance Approval Number(s) of all disposal site(s) approved by the Ministry of the Environment and Climate Change for land application of hauled sewage in association with this waste management system.

Instrument Type	Instrument Number	Approval or Application Date (yyyy/mm/dd)	

Completion Status (5.5.5 Hauled Sewage (Septage) Waste Management System)

Completion Status (5.5 Waste Management Systems (Except Mobile Waste Processing))

#### 5.6 Waste Management System - Mobile Waste Processing

Note\*\*: If the application is not for the use and operation of mobile waste processing equipment, proceed to Section 5.7

5.6.1 Mobile Waste Management System Process and Equipment Description

Type(s)	of Waste to be F	Processed (select all the	at apply)				
Subject:				Non-subject:			
Hazardous Waste				Municipal (non-hazardous)			
Liquid Industrial Waste				Other Liquid Waste			
Type of Waste to be Processed by the Unit(s) Number of Units			r of Units	Financial As	surance (per unit)	Financial	Assurance Required
Non-hazardous Solid Waste				\$5,00	0		
Hazardous Waste				\$20,000		0	
Liquid Industrial Waste				\$20,000		0	
Other Li	quid Waste				\$20,00	0	
Multiple the Cate	Types of Waste <sup>-</sup> egories Above	from			\$20,00	0	
		Total Financ	ial Assurance				
Municip	al (non-hazardou	s) Waste Categories to	be Processed (se	elect all that	apply)		
	taminated Soil at	Cleanup Site	Nood Waste		Const	ruction and	Demolition Waste
Asbe	estos Waste		Tires		Dome	stic Waste	
Othe	er (specify)						
Other Li	iquid Waste Cate	gories to be Processed	d (select all that ap	oply)			
🗌 Haul	Hauled Sewage Waste from Food Processing/Preparation Operations Processed Organic						
Othe	Other (specify)						
Hazard	Hazardous / Liquid Industrial Waste Types to be Processed						
Class Code Class Code Class Code Class Code Class Code							
Completion Status (5.6.1 Mobile Waste Management System Process and Equipment Description)							
						,	
5.6.2 Ed	quipment Inform	ation - Please attach a	a separate list if m	ore space is	required.		
Equipm	ient List						<b>F</b> aulian ant
Unit No.	Unit Type	Process Description	Equipment Type	Make	Model	Serial Number	Capacity (including unit of measurement)
Separat	e list attached?						
Yes	No						
~	Completion Status (5.6.2 Equipment Information)						
V	Completion Statu	s (5.6 Waste Manage	ment System - Mo	bile Waste F	Processing)		
5.7 Clea	Completion Statu anup of Contam	s (5.6 Waste Manage inated Sites	ment System - Mo	bile Waste F	Processing)		
<b>5.7 Clea</b> Note** -	Completion Statu anup of Contam · If the applicatior	is (5.6 Waste Manage <b>inated Sites</b> i is not for a cleanup of	ment System - Mo a contaminated s	bile Waste F ite please pr	Processing) Doceed to Section 6	).	
<b>5.7 Clea</b> Note** - Type of	Completion Statu anup of Contam If the application Cleanup	is (5.6 Waste Manage inated Sites i is not for a cleanup of	ment System - Mo	bile Waste F ite please pr	Processing) oceed to Section 6	).	
5.7 Clea Note** - Type of	Completion Statu anup of Contam If the application Cleanup tu	is (5.6 Waste Manage inated Sites in is not for a cleanup of	ment System - Mo	bile Waste F ite please pr	Processing) oceed to Section 6	š.	
5.7 Clea Note** - Type of In-si Contam	Completion Statu anup of Contam If the application Cleanup tu inated media to b	is (5.6 Waste Manage inated Sites in is not for a cleanup of Ex-situ be treated:	ment System - Mo	bile Waste F ite please pr	Processing) oceed to Section 6	5.	

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Waste Type				
Subject:		Non-subject:		
Hazardous Waste		Municipal (non-hazardous)		
Liquid Industrial Waste		Other Liquid Waste		
Type of discharge				
Air	Groundwater	Storm or sanitary	Surface water	
Noise				

Completion Status (5.7 Cleanup of Contaminated Sites)

### 6. Supporting Documentation and Technical Requirements

#### 6.1 General

This is a list of supporting information to this application and is subject to the FIPPA and EBR.

Attachment	Required, Optional or N/A	Atta	ached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Proof of legal name	Required	✓Yes	No		
Enhanced EBR description	N/A	Yes	No		
Provincial Officer Notice	N/A	Yes	No		
Inspection Report	N/A	Yes	No		
Detailed project and process description	Required	✓Yes	□ <sup>No</sup>		
Pre-application Consultation Record	N/A	Yes	No		
Legal Survey(s)	Required	✓Yes	No		
Site Plan(s)	Required	✓Yes	No		
Scaled area location plan(s) with geo- referencing points identified	Required	✓Yes	□ <sup>No</sup>		
Documentation in support of EBR Exception	N/A	□Yes	□No		
Proof of Compliance with EAA Requirements	Required	✓Yes	□No		
Proof of Consultation/Notification	N/A	Yes	No		
Financial Assurance Estimate	Optional	✓Yes	No		
Name, address and consent of land/ site owner for the installation and operation of the proposed activity or storage location of equipment or vehicle	N/A	Yes	No		
Name, address and phone number of the Operating Authority	N/A	□Yes	No		
Copy of NEPDA Permit	N/A	Yes	No		
Copy/Proof of Municipal Planning Approval (ORMCA, general)	N/A	Yes	No		
Municipal Zoning Confirmation Letter	N/A	Yes	No		
Zoning map	Required	✓Yes	No		
Conservation Authority Clearance	Required	✓Yes	No		
Director's approval for Policy 2 Deviation	N/A	□Yes	No		
Application Fee	Required	✓Yes	No		
A copy of this application has been sent to the Ministry Local District Office	Required	✓Yes	No		
Other (please describe) N/A	Optional	Yes	No ✓	N/A	



Completion Status (6.1 General)

6.2 Air

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Emission Summary and Dispersion Modelling (ESDM) Report prepared in accordance with s. 22 and of O. Reg. 419/05 (including signed checklist)	N/A	No Yes		
Electronic copy of the Dispersion Modelling input and output files prepared in accordance with s. 26 of O. Reg. 419/05	N/A	No		
Supporting Information for a Maximum Ground Level Concentration Acceptability Request for Compounds with no Ministry POI Limit - Supplement to Application for Approval, EPA S. 9	N/A	⊡Yes ⊡No		
Copies of forms requesting O. Reg. 419/05 instruments and supporting documentation	N/A	YesNo		
Other (please describe)	Optional	No Yes		

### Completion Status (6.2 Air)

### 6.3 Noise and Vibration

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Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Primary Noise Screening	N/A	Yes No		
Secondary Noise Screening	N/A	Yes No		
Acoustic Assessment Report including signed checklist (AAR)	N/A	□Yes □ <sup>No</sup>		
Vibration Assessment Report	N/A	Yes No		
Noise Abatement Action Plan	N/A	Yes No		
Other (please describe)	Optional	No		

Completion Status (6.3 Noise and Vibration)

# 6.4 Sewage Works

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential	
Signed Municipal Responsibility Agreement	N/A	□Yes □No			
Detailed description of the proposed activities/works	Required	✓Yes □No			
Notice of Completion for the Environmental Study Report (ESR)	Optional	□Yes ✔ <sup>No</sup>	N/A for this application		
Attachment	Required, Optional or N/A	Atta	ached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
--	---------------------------------	------	-----------------	---	--------------
Design Brief	Required	✓Yes	No		
Preliminary Engineering Report	Optional	Yes	🖌 No	N/A for this application	
Final Plans	Required	✓Yes	No		
Engineering Drawings and Specifications	Required	✓Yes	No		
Sewage quantity and quality characteristics	Required	✓Yes	□ <sup>No</sup>		
Stormwater Management Report	Required	Yes	🖌 No	N/A for this application	
Stormwater Management Plan	Required	Yes	🖌 No	N/A for this application	
Hydrogeological Assessment with proof of concurrence from the Ministry's Regional technical support section	N/A	Yes	No		
Environmental Impact Analysis	Optional	Yes	🖌 No	N/A for this application	
Final effluent criteria accepted with proof of concurrence from the Ministry's Regional Technical Support Section	N/A	Yes	No		
Sewage Works Limited Operational Flexibility Requirements - Engineer's Report	N/A	Yes	No		
Sewage Works Limited Operational Flexibility Requirements - Declarations	N/A	Yes	No		
Pipe Design Data Form	Required	✓Yes	No		
Other (please describe) N/A	Optional	Yes	No ✓	N/A for this application	

Completion Status (6.4 Sewage)

# 6.5 Waste Disposal Sites

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Design and Operations Report	N/A	Yes No		
Stormwater Management Report	Optional	Yes No		
Hydrogeological Assessment with proof of concurrence from the Ministry's Regional technical support section	N/A	No Yes		
Assessment of Physical and Water Use Conditions	Optional	□Yes □No		
Waste Limited Operational Flexibility Requirements - Engineer's Report	N/A	□Yes □No		
Waste Limited Operational Flexibility Requirements - Declarations	N/A	□Yes □ <sup>No</sup>		
Copy of notification to adjacent landowners	N/A	Yes No		

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Other (please describe)	Optional	□Yes □No		



# 6.6 Waste Management Systems

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Proof of vehicle and/or equipment ownerships	N/A	□Yes □No		
Complete Fleet List (list of all vehicles, trailers and equipment used)	N/A	□Yes □No		
Copy of the Liability Insurance for all vehicles for which insurance is required	N/A	No □Yes □		
Copy of BUC recommendation	N/A	Yes No		
Copy of the storage tank design	N/A	Yes No		
Copy of commercial vehicle licence	N/A	Yes No		
Description of the physical location where the vehicles transporting biomedical waste are being disinfected	Optional	☐Yes ☐No		
Drivers Training Manual (for PCB/ Biomedical Waste)	Optional	□Yes □No		
A copy of the applicant's Operation Plan including detailed packaging and biomedical waste handling methods	Optional	No □Yes □		
Contingency and Emergency Procedures Plan (for PCB/ Biomedical Waste/Hauled Sewage (Septage))	Optional	□Yes □No		
Other (please describe)	Optional	No		



Completion Status (6.6 Waste Management Systems)

#### 6.7 Mobile Waste Processing N/A

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Design and Operations Report - Mobile Waste Processing of General Waste	N/A	No □Yes □		
Design and Operations Report - Mobile Waste Processing of Liquid Waste	N/A	□Yes □No		
Other (please describe)	Optional	No Yes		

#### Completion Status (6.7 Mobile Waste Processing)

#### 6.8 Cleanup of Contaminated Sites 🗌 N/A

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Design Report for Cleanup of Contaminated Sites	N/A	□Yes □No		
Other (please describe)	Optional	No Yes		

Completion Status (6.8 Cleanup of Contaminated Sites)

#### 6.9 Other Attachments N/A

Title	Reference	Confidential

Is there an attachment of an additional list of attachments?

#### Yes No

If there is not enough space to list all of the attachments included in this application package, please include an additional listing of these attachments.

Completion Status (6.9 Other Attachments)

#### 6.10 Confidentiality

Attachment	Required, Optional or N/A	Attached?	If no, provide explanation, (include referenced attachment if more space is required for rationale)	Confidential
Explanation for confidentiality	N/A	□Yes □No		

#### Completion Status (6.10 Confidentiality)

Please note: The collection of personal information in this application is necessary to administer the Ministry's approvals program, which is authorized pursuant to the *Environmental Protection Act* and the *Ontario Water Resources Act*. The personal information collected in this application will be used to administer the program, including for the purposes of the Ministry's compliance and enforcement activities under the aforementioned acts, and for the purposes of making information in respect of Environmental Compliance Approvals available to the public with the exception of payment information. Questions about the collection of the information can be directed to a Client Service Representative, Client Services and Permissions Branch, 135 St. Clair Avenue West, 1st Floor, Toronto ON M4V 1P5; Telephone outside Toronto 1-800-461-6290 or in Toronto 416-314-8001 or Fax 416-314-8452.

## 7. Authorization

#### 7.1 Statement of the Applicant

I am authorized to prepare and submit this application and to make this certification. I have reviewed the complete application and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The information contained in this application is complete and accurate.
  - The Technical Contact(s) identified in this application has/have been authorized to prepare certain technical material, and act on behalf of the applicant to discuss this application with the Ministry of the Environment and Climate Change and to provide additional information about this application to the Ministry on request.
- The information provided to the Technical Contact(s) in relation to this application is complete and accurate.

Name of Signing Authority (Please print) *				
Howard Culligan				
Title *				
Broker of Record				
Telephone Number	Mobile Number	Fax N	lumber	
ext.				
Email Address				
Signature			Date (yyyy/mm/dd)	
Completion Status (7.1 Statement of the A	Applicant)			
7.2 Statement of the Municipality				
I, the undersigned hereby declare on behalf of the works in the Municipality.	e Municipality, that the Munici	pality has no objec	ction to the construction of the	
Name (Please print) *				
Title * Name of Municipality *				
	Municipality	Municipality of West Flain		

	Manopanty of West Eight	
Signature		Date (yyyy/mm/dd)

Completion Status (7.2 Statement of the Municipality)

#### 7.3 Statement of Technical Contacts

#### **Technical Contact 1**

I have been authorized by the applicant to prepare the technical materials for the area(s) of responsibility identified in section 2.6 that are included in the application. I have reviewed those technical materials and I have made all inquiries that are necessary to declare to the best of my knowledge, information and belief:

- The technical materials contained in this application in respect of the area(s) of responsibility identified in section 2.6 are complete and accurate.
- I have the relevant education and experience necessary to provide this certification.

#### Name of Technical Contact (Please print) \*

# Nick Romero

Signature

Date (yyyy/mm/dd)

-	

Completion Status (7.3 Statement of Technical Contacts)

#### 8. Payment Information - Application for an Environmental Compliance Approval

Please Note:

- 1. If this form has been completed by hand, the fee calculations must be completed and attached separately. The supplemental fee calculations do not need to be included if this form has been completed electronically.
- 2. If this form has been completed electronically, the fees for this application have been calculated based on the information provided. The Ministry may require additional information during the review of the application that could impact the total fee required.
- 3. All fees should be paid in Canadian funds, payable to the *Minister of Finance*, except fees for *Transfer of Review*, which are payable to the local municipality.
- 4. Credit card payments are accepted for payments under \$10,000 only. Never email credit card information.
- 5. If payment is being made by certified cheque or money order, please staple the payment to this page.
- 6. The information collected in this section of the form is considered confidential and will only be used to process the application fee.
- 7. To protect credit card information, do not submit this page containing payment information via e-mail or any other electronic means if it includes credit card information. Credit card information should be submitted only by mail, facsimile, or hand-delivery. Applications containing payment information that are submitted via e-mail or any other electronic means will not be processed and will be destroyed.

# Do not include this page in the copies of the application that are being provided to the Local Ministry District Office.

Amount I	Enclosed
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Method of Payment \*

1	Certified Cheo	ue 🗌	Money	/ Order	🗌 VISA	MasterCard

Credit Card Information (if paying by VISA or MasterCard) Name of Cardholder (Please print)

Card Number	Expiry Date (mm/yy)
Card Holder's Signature	Date (yyyy/mm/dd)

Completion Status (8 Payment Information)

If paying by certified cheque or money order, please attach it here.

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Application Summary				
	For Office Use Only			
	Reference Number	Payment Received (\$)	Date (yyyy/mm/dd)	Initials

#### Applicant Name Seaside Waterfronts Inc.

#### Project Name

Wastewater Treatment System - Seaside Development

#### Project Description Executive Summary

MTE Consultants Inc. (MTE) was retained by Seaside Waterfronts Inc. to complete the design of a communal wastewater treatment plant (WWTP) for the proposed development located in Port Glasgow on Part Lot 6, Concession 14, Aldborough Ward, in the Municipality of West Elgin, County of Elgin.

Seaside Waterfronts Inc. is proposing a Residential-Commercial Development, in approximately 24 hectares of land. The proposed development will include a combination of 343 residential units (single detached, townhomes and apartment units), and commercial areas. The entire development will be constructed in three separate phases. The WWTP will be required to treat domestic sewage generated from the residential and commercial units proposed for the development. Treated effluent will be discharged onto the constructed wetland, which will indirectly discharge to Sixteen Mile Creek. The proposed WWTP to service the proposed development will be a Newterra Membrane Bioreactor (MBR) designed for an average flow of 325 m3/day, and flow equalization ahead of the treatment works. The complete wastewater treatment system will be installed within three separate phases, coinciding with the phasing of the proposed development.

Supplemental Application Information MECP Pre-consultation was completed as part of the Class EA process

#### **Application Status**

Section	Completed?
1. Application Information	Ye No
2. Project Information	Ye No
3. Regulatory Requirements	Ye No
4. Site Information	Ye No
5. Facility Information	Ye No
6. Supporting Documentation	Ye No
7. Payment Information	Ye No
8. Authorization	Ye No

# Fee Summary

Activity	Amount (\$)
Administrative Processing	\$200.00
Review of EPA s. 9 activities	\$0.00
Review of EPA s. 27 activities	\$0.00
Review of OWRA s. 53 activities	\$5,000.00
Total Fee	\$5,200.00

The Ministry may request additional fees upon review of this application. If this form is submitted in print version only and the smart calculation feature is not used, please attach the fee calculation separately.



Port Glasgow MBR PDA PROPOSAL 410064R5 315 Cubic Meters / Day

# Newterra MicroClear® MEMBRANE BIOREACTOR WASTEWATER TREATMENT SYSTEM

Submitted To:

#### Seaside Waterfronts Inc.

Howard Culligan 519.348.4706 howard@culliganrealty.com

DRA



Craig Kennedy Regional Sales Manager T: 800.420.4056 x1719 C: 647.633.7137

ckennedy@newterra.com

Local Representative:

Filtration Resources 108 St. John Street, P.O. Box 478 Cannington, ON L0E 1E0

Michael Jones T: (705) 432-2116 michael@filtrationresources.com

Prepared By: Michael Henson – Applications Engineering

2021-05-10

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# 1 Introduction

# 1.1 Advantages of Newterra MBR System

The Newterra MBR system employs membrane biological reactor (MBR) technology with submerged ultrafiltration membranes. The system is designed to be the simplest, most operator-friendly membrane technology available in the market. The Newterra MBR system produces ultra-clean water (solids free effluent) which effectively meets any water standards for discharge and reuse.

The Newterra MBR system is a packaged wastewater treatment plant with modular design features. The system comes complete with containerized screen, biological treatment, and membrane filtration. The plant is housed inside modified high-cube shipping containers or prefabricated buildings - completely pre-assembled, pre-piped, pre-wired and pre-tested, ready for a quick site installation and start-up. The advantages that the Newterra MBR system offers include:

- Absolute Physical Barrier for Contaminants
- Short Delivery Period
- Factory Assembled & Tested
- Minimal Site Work Required
- Reliable & Low Maintenance System
- Compact Footprint
- Minimal Noise & Odourless Operation



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# 2 Technical Proposal

# 2.1 Design Basis

# **Design Parameters**

PARAMETER	PHASE 1 DESIGN VALUE	PHASE 2 DESIGN VALUE	UNIT	
Average daily flow (ADF)	158.5	315	m³/d	
Maximum Month Flow (MMF)	189	377	m³/d	
Maximum Daily Flow (MDF)	315	629	m³/d	
Site power <sup>1</sup>	Maximum Available	Three-phase, 347/600VY, 60Hz Fault Current: 10,000 Symmetrical RMS Amp default design standard)	s (Newterra's	
System area classification	According to NFPA 820, 2016 Edition			
Ambient temperatures	-35 to 35		°C	
Elevation		m		

#### NOTES:

1. The system will not be rated for service entrance but this can be provided. Please contact Newterra to discuss if this is desired.

# **Wastewater Characteristics**

Parameter	UNIT	Design Value
Biochemical Oxygen Demand (BOD <sub>5</sub> ) <sup>1</sup>	mg/L	350
Total Suspended Solids (TSS) <sup>1</sup>	mg/L	400
Total Kjeldahl Nitrogen (TKN) <sup>1</sup>	mg/L	55
Total Phosphorus (TP) <sup>1</sup>	mg/L	12.5
Fat, Oil and Grease (FOG) <sup>1</sup>	mg/L	< 30
Water Temperature <sup>1</sup>	°C	10 to 25
Prohibited Chemicals/Compounds <sup>3</sup>	Not Present	
Grinder Pumps	Not Present Upstream	of MBR

NOTES:

1. Noted values are assumed. Any variance to assumed parameter values may require system modification at the sole responsibility of the purchaser. A change order will be required to proceed with modifications and will delay delivery

2. A complete list of prohibited chemicals is included in the membrane maintenance manual

# **Effluent Quality**

Parameter	Units	Regulatory Limit	Design Value
рН		6.0 to 8.5	6.5 to 8.5
Biochemical Oxygen Demand (BOD5)	mg/L	< 5	< 5
Total Suspended Solids (TSS)	mg/L	< 5	< 1
Ammonia nitrogen (NH <sub>3</sub> -N)	mg/L	< 2	< 0.5
Total Phosphorus (TP)	mg/L	< 0.15	< 0.1
Dissolved Oxygen (DO)	mg/L	> 2	> 2
E. coli	CFU/100mL	< 50	< 2.2

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# **Chemical Consumption Full Build Out**

CHEMICAL	CONCENTRATION	FUNCTION	DESIGN VALUE <sup>1</sup>	UNIT
Sodium Hypochlorite	12% Solution	Membrane cleaning	777	L/year
Citric Acid	30% Solution	Membrane cleaning	1632	L/year
Aluminum Sulphate	48% Solution	Phosphorous reduction	137.5	L/day
Sodium Hydroxide <sup>2</sup>	50% Solution	pH Correction / Alkalinity addition	63	L/day

NOTES:

1. Chemical consumption values are estimated based on the system operating at ADF and average loading and will vary based on actual operational conditions.

2. It is assumed that there is sufficient alkalinity such that sodium hydroxide will not be required. However, a chemical dosing pump has been provided in the event that there is insufficient alkalinity.

# Waste Activated Sludge (WAS) Production Full Build Out

LOCATION/HANDLING STAGE	VOLUME <sup>2</sup>	UNIT	SOLIDS CONTENT <sup>1</sup>	UNIT
WAS Volume with Thickening	6.8	m³/d	2%	w/w dry solids

NOTES:

1. WAS Production values are estimated based on the system operating at ADF and average loading and will vary based on actual operational conditions.

# 2.2 Process Description

Membrane bioreactor (MBR) treatment technology is a simple, yet effective combination of an activated sludge biological treatment process with membrane filtration. The ultrafiltration (UF) membranes act as a physical barrier against the passage of all particulate solids, unlike the gravity settling of mixed liquor in the conventional activated sludge process, where separation is not complete. As a result, the MBR can operate at a much higher mixed liquor suspended solids (MLSS) concentration (typically 8,000 to 12,000 mg/L vs. 2,000 to 4,000 mg/L in conventional activated sludge system). This results in a robust, versatile, and ultra-compact wastewater treatment system. In addition, the high concentration of biomass inventory in the MBR system provides resilience to changes in influent quality.

#### **Flow-Equalization**

Throughout the day the flow and strength of the wastewater will vary. To accommodate this, an equalization tank will buffer the flow and homogenize the loading. The equalization tank is aerated to maintain an aerobic environment to reduce odors and to maintain suspension of solids and pumps transfer wastewater to biological treatment.

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#### Fine Screening

Raw wastewater entering the MBR system contains particulates and solids that could damage the equipment and membranes down-stream. Fine screening protects the down-stream equipment by removing large solids and fibrous material

#### **Biological Treatment**

In the aerobic zone, the influent wastewater is combined with return activated sludge from the membrane tank. Fine bubble diffusers create an aerobic environment where the organics contributing to biological oxygen demand (BOD) and ammonia (TAN) are oxidized by the biology. Dissolved oxygen is continuously measured and aeration blowers controlled to maintain it in the range of 2 to 3 mg/L for process optimization and energy savings.

#### pH Correction and Alkalinity Addition

As organics and ammonia are oxidized alkalinity is consumed lowering the pH of the mixed liquor. To maintain the pH in the proper range and replenish alkalinity a sodium hydroxide or "caustic soda" solution is dosed into the mixed liquor, as required.

#### **Phosphorous Reduction**

Chemical precipitation is used to remove inorganic phosphate. An aluminum sulphate or "Alum" solution is dosed into the mixed liquor causing dissolved phosphorus to precipitate and coagulate. The precipitated phosphorus cannot pass through the UF membrane, and the phosphorus is eventually removed from the system as a solid with the waste activated sludge (WAS).

#### **Membrane Filtration**

After being treated biologically, the treated effluent is separated from the mixed liquor and solids by our membrane modules and the permeate extraction system. The membrane modules are continually air scoured to induce flow of mixed liquor over the membrane surface and prevent fouling and buildup of solids on the membrane surface without the use of chemicals.

The mixed liquor is then transferred to the inlet of the biological treatment to maintain even distribution of solids throughout the system and to introduce activated biology to the raw wastewater.

#### Effluent Disinfection

The UF membrane removes 99.9999% of bacteria and 99.99% of viruses. For additional disinfection and/or redundancy the effluent will pass through a UV reactor.

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#### Waste Activated Sludge (WAS) Handling

As solids-laden wastewater enters the system, suspended bacteria grow and solids-free effluent is discharged, the suspended solids concentration in the mixed liquor (MLSS) will increase. To maintain the proper level of MLSS, solids must be removed from the system as Waste Activated Sludge (WAS) which is mixed liquor discharged from the aerobic tank at approximately 0.8% dry solids by weight.

WAS is discharged to a tank for holding and thickening. The holding tank is aerated to maintain an aerobic environment to reduce odors. In the thickening process, the WAS is allowed to settle and supernatant is pumped off, and returned to the MBR, thickening the sludge in the holding tank. By thickening the sludge to approximately 2% dry solids by weight, the total volume that must be disposed of is decreased, extending holding time and reducing operational costs. Level control in the tank indicates when the tank should be decanted or a vacuum truck should be scheduled to dispose of the WAS.

#### **Modular Building**

With 15 years of experience containerizing equipment Newterra has developed a modular building system that that includes insulation, HVAC, interior and exterior lighting, spill containment and sumps, access doors, and other features facilitating operations.

All equipment installation, wiring, and piping internal to a container is done in the ideal conditions of our climate-controlled, manufacturing facility with full access to proper tools, equipment and engineering support.

The full system will be assembled and undergo comprehensive Factory Acceptance Testing (FAT) before it leaves our facility. This rigorous testing prior to shipping to helps eliminate downtime when the system arrives on site.

#### **Control & Automation System**

Newterra's control and automation system combines a high level of instrumentation, an advanced PLC, and in-house custom programming to deliver a system that offers tremendous optimization capabilities yet requires no operator intervention for day to day operation.

The user interface can be accessed on-site from control panel mounted touchscreen HMIs or remotely from a computer over the internet with purchase of a telemetry package and annual subscription service.

Also with the telemetry package, alarm messages can be transmitted by email or text message to alert operators to issues, even when the operators are not on site.

All important information is logged so trends can be monitored to ensure the long term successful operation of the Newterra system.





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- 2.3 Scope of Supply
- 2.3.1 Phase One Equipment Scope of Supply

### Flow Equalization

- In-ground FRP Equalization Tank (Supplied loose for installation onsite by others)
- In-tank equipment for Equalization Tank (Equipment pre-installed inside the tank)
  - Low level alarm switch
  - o High level alarm switch
  - Level transmitter
  - Coarse bubble air diffuser grid
- Two (2) air mixing blowers (Installed inside Newterra enclosure)
  - One (1) blower duty, one (1) blower standby
  - o Regenerative
  - Inlet filter silencers
  - Check valves
  - Isolation valves
  - Temperature gauges
  - Pressure gauges
  - Low pressure alarm switch
  - Pressure relief valves
- Two (2) Fine Screen feed pumps
  - One (1) pump duty, one (1) pump standby
  - o Submersible
  - Isolation valves
  - Check valves
  - o Rail system for pumps removal

#### Fine Screening

- Two (2) fine screens (both duty)
  - Rotary brush
  - Automatic cleaning 2 mm perforated plate
  - o Screenings bagger
  - Combined Discharge tank
    - High level alarm switch
    - Pump control switches
- Three (3) discharge pumps
  - Two (2) pumps duty, one (1) pump common standby
  - o Centrifugal
  - Isolation valves
  - Check valves
  - o Pressure gauge
  - Sample port

#### **Biological Treatment**

- o In-ground FRP Aerobic Tank (Supplied loose for installation onsite by others)
- In-tank equipment for Aerobic Tank (Equipment pre-installed inside the tank)
  - Low level alarm switch
  - High level alarm switch

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- o Level transmitter
- o DO probe
- $\circ \quad \text{pH probe}$
- Fine bubble air diffuser grid
- Two (2) aeration blowers (Installed inside Newterra enclosure)
  - $\circ$  One (1) blower duty, one (1) blower standby
  - Positive displacement
  - VFD controlled
  - o Inlet filter silencers
  - o Check valves
  - Isolation valves
  - Temperature gauges
  - Pressure gauges
  - Low pressure alarm switch
  - Pressure relief valves
- Two (2) membrane feed pumps duty
  - Submersible
  - Isolation valves
  - Check valves
  - Rail system for pumps removal
  - One (1) waste activated sludge (WAS) pump
    - o Submersible
    - o Isolation valve
    - Check valve
    - o Rail system for pump removal

#### Membrane Filtration

Two (2) trains total, each train includes:

- Membrane tank
  - o All wetted components are stainless steel
  - Sample port for MLSS testing
  - o Viewing window
  - o Ground level access hatch
  - o High level alarm switch
  - o Level control switch
- Nine (9) ZeeWeed 500S submerged membrane modules with
  - Stainless steel housing
  - Air scouring diffusers
- Two (2) permeate extraction pump
  - One (1) pump duty, one (1) common standby
  - Centrifugal
  - VFD controlled
  - Vacuum transmitter
  - $\circ \quad \text{Vacuum gauge}$
  - o Isolation valves
  - Check valve
  - Pressure gauge
  - Sample port
  - Flow transmitter

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- Membrane Backwash System (Common between trains)
  - Holding tank
  - Automated fill valve
  - o Automated backwash valves
  - Two (2) air scouring blowers
    - One (1) blower duty, One (1) common standby
    - Regenerative
    - o Inlet filter silencer
    - Check valve
    - Isolation valve
    - Temperature gauge
    - Pressure gauge
    - Low pressure alarm switch
    - Pressure relief valves

#### Chemical Dosing

- One (1) chemical dosing pump, Aluminum Sulphate
  Spill containment for chemical drum
  - One (1) chemical dosing pump, Sodium Hydroxide
    - Spill containment for chemical drum

#### Effluent Disinfection

- Three (3) UV reactors
  - Piped in parallel
    - Bypass valves

#### Sludge Holding & Thickening

- In-ground FRP Sludge Holding Tank (Supplied loose for installation onsite by others)
- In-tank equipment for Sludge Holding Tank (Equipment pre-installed inside the tank)
  - High level alarm switch
  - Low level alarm switch
  - Level control switches
  - Coarse bubble air diffuser grid
- Two (2) aeration blowers
  - One (1) blower duty, one (1) blower standby
  - o Regenerative
  - o Inlet filter silencers
  - Check valves
  - Isolation valves
  - Temperature gauges
  - Pressure gauges
  - Low pressure alarm switch
- Two (2) decanting pumps duty
  - o Submersible
  - o Isolation valve
  - o Check valve
  - o Pressure gauge
  - Sample port

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o Rail system for pump removal

#### **Odour Control**

- Two (2) activated carbon vessels
  - o Pressure gauges
  - o Inlet moisture separator
  - Ventilation blowers

#### System Enclosures

Two (2) 40' Modified High-Cube Shipping Containers

cMET certified, built to CEC standards with all wiring complete and all equipment pre-piped factory tested and mounted in enclosure.

New high-cube modified shipping containers with the following features:

- Exterior paint
- Lifting eyes on upper corners
- Coated plywood floor
- Welded steel man door(s) with safety window and push/crash bar lever
- Barn-style double doors
- Lighting
- Insulation
- Heating
- Ventilation fans
- Passive vent louvers with hoods
- Low temperature alarm switch
- Emergency stop switch
- Duplex 15 Amp GFI receptacle for heat trace inlet and discharge

#### Please note:

a) Newterra has included base option pricing for the weather proofing of the roof between containers. This option is guaranteed under Newterra's standard warranty, terms and conditions and has an estimated 2 to 3 year life span when adhering to the conditions stipulated in the system manual. An option for an extended lifespan is available and can be added at any time, please contact Newterra to discuss if required.

#### **Control System Module**

Main Power distribution

PLC based control panels with the following standard features:

- cMET certification
- AIC rating of 10000
- NEMA 12 panel enclosure
- Primary circuit protection
- Main power block
- Branch circuit protection with circuit breakers for motors
- Motor starters with overload protection
- Variable frequency drives where required
- Branch circuit protection with circuit breakers for powered devices
- PLC control system
- 24 VDC IS power supply
- Intrinsically safe barriers for switches in classified areas
- Alarm notification in the event of a main power failure

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- Dry contacts to allow interlock with system inlet pumps
- Wired and installed
- Factory tested prior to shipping
- Outside cover of panel to contain the following:
  - System ready light
    - Red alarm indicator light
    - Programmable touch screen with:
      - Colour P&ID display
      - o Display of measurements recorded from any transmitters present in system
      - System on/off control
      - o Safety control over all valves and motors with timed delay when in Hand position
      - o Timers for solenoid valves and motors present in system
      - o Alarm indicators with reset function
      - Run indicators for system components
      - USB port for datalogging download (USB key included)
      - o Alarm reset button
    - Emergency stop button

#### **Operation and Maintenance Manual**

- Operating instructions for all treatment system components
- Copy of operating manual for each piece of equipment (Digital copy only)
- Summary of system components
- Summary of system operation principles
- Summary of operation controls and failsafes
- Summary of maintenance requirements for each piece of equipment
- One digital copy provided
- All documentation provided in English

#### Factory Acceptance Testing (FAT)

- Material receipt inspection
- Assembly verification
- Leak test/set up verification
- Functional challenge
- FAT summary & deviation report

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# 2.3.2 Phase Two Equipment Scope of Supply

#### **Biological Treatment**

- o In-ground FRP Aerobic Tank (Supplied loose for installation onsite by others)
- In-tank equipment for Aerobic Tank (Equipment pre-installed inside the tank)
  - Low level alarm switch
  - o High level alarm switch
  - Level transmitter
  - o DO probe
  - o pH probe
  - Fine bubble air diffuser grid
  - Two (2) aeration blowers (Installed inside Newterra enclosure)
    - One (1) blower duty, one (1) blower standby
    - Positive displacement
    - VFD controlled
    - o Inlet filter silencers
    - o Check valves
    - Isolation valves
    - Temperature gauges
    - Pressure gauges
    - Low pressure alarm switch
    - Pressure relief valves
  - Two (2) membrane feed pumps duty
    - o Submersible
    - Isolation valves
    - o Check valves
    - o Rail system for pumps removal
- One (1) waste activated sludge (WAS) pump
  - o Submersible
  - o Isolation valve
  - Check valve
  - o Rail system for pump removal

#### Membrane Filtration

Two (2) trains total, each train includes:

- Membrane tank
  - All wetted components are stainless steel
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- Nine (9) ZeeWeed 500S submerged membrane modules with
  - Stainless steel housing
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- Two (2) permeate extraction pump
  - One (1) pump duty, one (1) common shelf spare
  - Centrifugal

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- o VFD controlled
- Vacuum transmitter
- Vacuum gauge
- o Isolation valves
- o Check valve
- o Pressure gauge
- Sample port
- Flow transmitter
- Membrane Backwash System (Common between trains)
  - o Holding tank
  - Automated fill valve
  - Automated backwash valves
- Two (2) air scouring blowers
  - One (1) blower duty, One (1) common shelf spare
  - Regenerative
  - Inlet filter silencer
  - Check valve
  - o Isolation valve
  - o Temperature gauge
  - o Pressure gauge
  - Low pressure alarm switch
  - Pressure relief valves

#### **Chemical Dosing**

- One (1) chemical dosing pump, Aluminum Sulphate
  - Spill containment for chemical drum
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#### Effluent Disinfection

- Three (3) UV reactors
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- Lifting eyes on upper corners
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- Welded steel man door(s) with safety window and push/crash bar lever
- Barn-style double doors
- Lighting
- Insulation
- Heating
- Ventilation fans
- Passive vent louvers with hoods
- Low temperature alarm switch

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Emergency stop switch

• Duplex 15 Amp GFI receptacle for heat trace inlet and discharge

Please note:

b) Newterra has included base option pricing for the weather proofing of the roof between containers. This option is guaranteed under Newterra's standard warranty, terms and conditions and has an estimated 2 to 3 year life span when adhering to the conditions stipulated in the system manual. An option for an extended lifespan is available and can be added at any time, please contact Newterra to discuss if required.

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- Motor starters with overload protection
- Variable frequency drives where required
- Branch circuit protection with circuit breakers for powered devices
- PLC control system
- 24 VDC IS power supply
- Intrinsically safe barriers for switches in classified areas
- Alarm notification in the event of a main power failure
- Dry contacts to allow interlock with system inlet pumps
- Wired and installed
- Factory tested prior to shipping

Outside cover of panel to contain the following:

- System ready light
- Red alarm indicator light
- Programmable touch screen with:
  - Colour P&ID display
  - o Display of measurements recorded from any transmitters present in system
  - System on/off control
  - o Safety control over all valves and motors with timed delay when in Hand position
  - o Timers for solenoid valves and motors present in system
  - o Alarm indicators with reset function
  - o Run indicators for system components
  - USB port for datalogging download (USB key included)
  - Alarm reset button
- Emergency stop button

#### **Operation and Maintenance Manual**

- Operating instructions for all treatment system components
- Copy of operating manual for each piece of equipment (*Digital copy only*)
- Summary of system components
- Summary of system operation principles
- Summary of operation controls and failsafes

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- Summary of maintenance requirements for each piece of equipment
- One digital copy provided
- All documentation provided in English

#### Factory Acceptance Testing (FAT)

- Material receipt inspection
- Assembly verification
- Leak test/set up verification
- Functional challenge
- FAT summary & deviation report

#### 2.3.3 Services Scope of Supply Phase 1

#### Pre-commissioning System Walkthrough

Typical system walkthrough includes the following:

- System walk through by project engineer
  - o Inspect all shipped loose equipment to verify correct installation
  - o Confirm all mechanical equipment installed as per Newterra drawings
  - o Confirm al electrical equipment installed as per Newterra drawings
- Summary & deviation report/list of corrective actions to be performed before commissioning

#### Site Acceptance Testing (SAT)

Typical SAT includes the following:

- Assembly/Installation verification
  - Includes electrical & mechanical check
- SAT summary & deviation report/list of corrective actions

#### NOTES:

- 1. Newterra SAT does not relieve another party from warranty issues arising from their scope of work
- 2. Newterra will not begin formal start-up until SAT is complete and signed off by all parties

#### System Startup/Commissioning

Typical System Startup/Commissioning includes the following:

- Equipment check
  - Electrical, mechanical, and controls
- Functional test
  - o Equipment and control system
- Hydraulic test
- Operation during plant seeding

#### Training

.

On-site operator training including the following topics:

- General MBR theory & process
- Specific system instruction
  - Components
  - o Controls and operating philosophy
  - o Alarms and alarm troubleshooting
  - o Maintenance
  - Troubleshooting
  - MBR fouling control (Biology, physical, and chemical)

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# 2.4 Customer's Scope of Supply

Newterra does not include the following unless expressly detailed in this proposal:

- Installation of loose shipped equipment supplied by Newterra
- Placement and anchoring (if required) of equipment
- Interconnecting piping supply and installation
- Interconnecting electrical and controls supply and installation including connection inside Newterra's control panel
- Electrical power supply to our electrical panel, lightning, grounding, etc.
- Permitting
- Potable water supply to the plant site for plant hydraulic test during startup
- Seed sludge
- Wastewater testing
- Chemicals supply and storage
  - NOTE: Based on local regulations, additional safety equipment may be required to store and handle chemicals on the site which have not been included as part of this proposal. This may include but be limited to: eye wash stations, safety showers, spill containment, secondary containment, isolation curtains, isolated ventilated bulk storage buildings, personal protective equipment, constant ventilation systems, vapor suppression equipment, and spill containment equipment. Newterra can provide pricing for these options upon request.
- Treated effluent and waste sludge disposal
- All civil work including design
- Tank sizing as per Newterra supplied PFD, to be confirmed during detailed design
- Anything not mentioned in "Scope of Supply" above

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4 Process Flow Diagram

410064R5

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Initials: \_\_\_\_\_

Page 18

PHASE 2 \_\_\_\_\_ ALUM P PHASE 1



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LE AND LOCATION	
PROCESS FLOW DIAGRAM	1
PORT GLASGOW	

DRAWN BY DATE

PROJECT NUMBER

CUSTOMER

SHEET SHEETS

SEASIDE WATERFRONTS INC.

410064

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5 Preliminary Layout

410064R5

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AND LOCATION	
PRELIMINARY LAYOUT	
PORT GLASGOW	

WATERFRONTS		NTS
/N BY	IDATE	SHEET

SHEET SHEETS

410

	CUSTOMER
064	SEASIDE
	WATERFRON

DRAWN BY



# Staff Report

Report To:	Council Meeting
From:	Jana Nethercott, Clerk
Date:	2021-09-23
Subject:	Dutton Dunwich and West Elgin Waterline Interconnection

# **Recommendation:**

That West Elgin Council hereby receives the report from J. Nethercott, Clerk re: Dutton Dunwich and West Elgin Waterline Interconnection; and

That West Elgin Council hereby directs staff to bring forward the estimated cost of \$36,000 in the 2022 Water Budget for the Water Meter Relocation of the Pioneer Line Interconnection with Dutton Dunwich, pending approval of the ICIP Green Stream – Drinking Water Capital grant application; and

That West Elgin Council hereby direct staff to start saving funds annually to address the remaining interconnections with Dutton Dunwich within the next 15 years.

# Purpose:

The purpose of this report is to provide Council with background information on the waterline interconnections Dutton Dunwich and West Elgin have and to get Council approval to address the most pressing issue of the Pioneer Line interconnection in the 2022 budgeting process, pending approval of the ICIP Green Stream – Drinking Water Capital grant.

#### Background:

Staff of Dutton Dunwich and West Elgin, along with the Mayors of each Municipality met in March of 2021 at the request of Dutton Dunwich to go over some interconnections between the two municipalities secondary water system. Dutton Dunwich had a water distribution system modeling study done in 2020 and these were identified as areas of concern in that study. This was just a preliminary information session that outlined the interconnection issues that have existed between the two municipalities for a number of years.

The Pioneer Line, Marsh Line and Talbot Line interconnect relocations each have separate issues and significant costs attached. Due to pressure differential between the municipalities at the Pioneer Line interconnect location, Dutton Dunwich is paying for water through this interconnect which is looping around and feeding the (2) two service stations. One (1) of these service stations is a West Elgin customer and it is quite possible that some water is being fed back into West Elgin's distribution system thereby creating line loss for Dutton Dunwich.



<u>Map Legend:</u> Pink = West Elgin Owned Water Line Green = Dutton Dunwich Owned Water Line

Funding under the ICIP Green Stream became available recently and staff at both municipalities have agreed to work together to request funding to pay for the costs for the Pioneer Line interconnection. The submission deadline for this application was September 9, 2021, with Dutton Dunwich taking the lead on the application. An application was made in the amount of \$600,000, which includes:

Engineering:	\$ 40,000
Chambers, vales, bypass:	\$202,500
Chlorination Systems	\$137,500
SCADA System	\$100,000
Contingency	\$120,000

West Elgin would only share in the cost of the chambers and part of the engineering as the other equipment does not directly benefit the municipality. Should the grant be successful, the Federal and Provincial Governments would contribute 73.33% of the costs and the final 26.67% would be split between the municipalities, West Elgin's share at approximately \$36,000.

At the Joint Council meeting on September 15, 2021 the two Council's discussed the options and were presented with an estimate from Spriet and Associates that Dutton Dunwich was able to obtain as part of the grant application process, until the grant is approved and the final engineering completed a more detailed cost will not be available.

# Financial Implications:

\$36,000 to the Water Budget for 2022 for West Elgin

# Policies/Legislation:



# Staff Report

Report To:	Council Meeting
From:	Magda Badura, CAO/Treasurer
Date:	2021-09-23
Subject:	Electronic Signs

# Recommendation:

That West Elgin Council hereby receives the report from M. Badura, CAO/Treasurer re: Electronic Signs for information only.

# Purpose:

The purpose of this report is to provide Council with an update on the Electronic Signs project that has been approved by council at July 22, 2021 Council meeting.

# Background:

On July 22, 2021 council approved purchase of two electronic signs from Excellent Signs and directed staff to enter an agreement with the proponent. Council also, directed staff to bring back recommended detailed design and specifications by site location.

To date staff attended two on-site meetings with Excellent Signs and agreed on the following recommendations:

1. Design – Option A was recommended to support unified look for both villages.





2. Location – both locations are considered high traffic areas and ideal for in transit views. There are no obstacles that could obstruct the visibility.

3. Viewing height – approximately 2 meters from the ground was taken into consideration in order to achieve it's intended purpose.

4. Building permit – documentation and drawings have been reviewed by CBO and made sure the structure is in compliance with the building code.

5. Timeline – in order to finish the project on time, the screens have been ordered, and locations for the signs have been staked. Within the next 2 weeks footings will be poured and construction of the structure will begin. At this point there are no delays, our goal is to have signs fully installed and operational by the end of October, weather permitting.

# **Financial Implications:**

None.

Policies/Legislation:

# **Report Approval Details**

Document Title:	Electronic Signs - 2021-42-Administration Finance.docx
Attachments:	
Final Approval Date:	Sep 21, 2021

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

Jana Nethercott



# **Municipality of West Elgin**

**Minutes** 

West Elgin Community Centre Board of Management

August 11, 2021, 9:00 a.m. West Elgin Community Centre

Present:	Ken Loveland
	Jim Hathaway
	Jeff Carmichael
Regrets:	Duncan McPhail
Staff Present:	Lee Gosnell, Manager of Operations and Community

# 1. Call to Order

Chair K. Loveland called the meeting to order at 9:30 a.m.

# 2. Adoption of Agenda

Moved: Jim Hathaway Seconded: Jeff Carmichael

That West Elgin Community Centre Board of Management hereby adopts the Agenda as presented.

Carried

3. Disclosure of Pecuniary Interest

No disclosures

# 4. Minutes

Moved: Jim Hathaway Seconded: Jeff Carmichael

That West Elgin Community Centre Board of Management Committee adopt the minutes of June 9, 2021 as circulated and printed.

Carried

# 5. Business Arising from Minutes

No Business arising from the minutes.

# 6. Financials

Jim Hathaway inquired on Note 7- Cell Booster. The Cell Booster was purchased to ensure cell phone signal could be broadcasted throughout the arena to ensure staff safety. The cell booster will also provide patrons that access the arena better cell phone service.

**Moved:** Jeff Carmichael **Seconded:** Jim Hathaway

The West Elgin Community Centre Board of Management hereby receives the arena financials as of July 31, 2021.

# Carried

# 7. Staff Reports

# 7.1 Draft Schedule

Emily Jocius, Operations and Community Services Coordinator spoke on the draft schedule. The schedule will be confirmed once Minor Hockey registration numbers are in. The West Elgin Skating club is prepared to skate on September 20, 2021. The West Elgin Community Centre Board of Management directed staff to start making ice for an opening day of September 20, 2021.
## 7.2 COVID-19 Update

E. Jocius, provided an update on current covid-19 restrictions for the West Elgin Community Centre. Additional information will be sent to all users once received from Southwestern Public Health.

**Moved:** Jeff Carmichael **Seconded:** Jim Hathaway

That West Elgin Community Centre Board of Management hereby receives the report from Emily Jocius, Operations and Community Services Coordinator for information purposes.

#### Carried

#### 7.3 Verbal Discussion Concession Stand

The Board had a verbal discussion on potential of offering a concession stand for the 2021-2022 ice season.

Moved: Jim Hathaway Seconded: Jeff Carmichael

The West Elgin Community Centre Board of Management direct staff to put forth a call for proposal regarding interest in the 2021-2022 Concession Stand.

#### Carried

#### 7.4 Capital Work

Lee Gosnell, Manager of Operations and Community Services gave the West Elgin Community Centre Board of management an update on quotes for the budgeted Capital work.

HD painting \$ 25,000 plus HST for the outside painting

Joe Machado \$ 8, 500 plus HST for the eaves troughs

Moved: Jim Hathaway Seconded: Jeff Carmichael

The West Elgin Community Centre Board of Management directed staff to start the RFP process for the Capital Work.

#### Carried

# 8. Adjournment

Moved: Jim Hathaway Seconded: Jeff Carmichael

That the West Elgin Community Centre Board of Management hereby adjourn at 10:07 a.m. to meet again on September 8, 2021 at 9:00 a.m.

Carried

Ken Loveland, Chair

Emily Jocius, Recording Secretary

# Four Counties Transportation Services Committee

# Minutes

# July 16, 2021, 8:30 a.m. Electronic Participation Meeting via Zoom

- Present: Bonnie Rowe, Chair Marigay Wilkins, SWM John Wright, Chatham-Kent Ian Carruthers, SWM Shelley Vergeer, WECHC Linda Dunn, Adult Day Program Duncan McPhail, West Elgin Ann-Marie Millson, Chatham-Kent Ron Challis, Newbury
- Staff Present: Magda Badura, CAO/Treasurer Jana Nethercott, Clerk

#### 1. Call to Order

Chair Bonnie Rowe called the meeting to order at 8:30 a.m.

#### 2. Adoption of Agenda

## Moved: Linda Dunn Seconded: Marigay Wilkins

That the Four Counties Transportation Services Committee adopt the agenda as presented.

#### Carried

#### 3. Disclosure of Pecuniary Interest

No disclosures

#### 4. Minutes

# Moved: Ian Carruthers Seconded: Shelley Vergeer

That Four Counties Transportation Services Committee hereby approve the Minutes of June 28, 2021 as printed and circulated.

Carried

## 5. Business Arising from Minutes

None.

# 6. Staff Reports

6.1 Bus Capacity

# Moved: Duncan McPhail Seconded: Marigay Wilkins

That Four Counties Transportation Services Committee hereby receives the report from Magda Badura re: Bus Capacity; and

That Four Counties Transportation Services Committee hereby approves the increase in capacity on the Four Counties Transit bus to a maximum of 8 passengers, while encouraging physical distancing as much as possible and required masking.

# Carried

#### 6.2 Driver Recruitment

# Moved: Marigay Wilkins Seconded: Ian Carruthers

That Four Counties Transportation Services Committee hereby adjourns to Closed Session under Section 239 (d) of the Municipal Act in order to consider labour relations or employee negotiations.

# Carried

Report out of Closed Session at 9:04 a.m. that consideration was given to items related to labour relations or employee negotiations.

# Moved: Duncan McPhail Seconded: Linda Dunn

That Four Counties Transportation Services Committee hereby receives the report from Magda Badura re: Driver Recruitment; and

That Four Counties Transportation Services Committee recommends the hiring of a permanent Transit Bus Driver for the Four Counties Transit System.

Carried

# 7. New Business

None.

## 8. Adjournment

# Moved: Ian Carruthers Seconded: Shelley Vergeer

That the Four Counties Transportation Services Committee hereby adjourn at 9:07 a.m. to meet again on September 20, 2021 at 8:30 a.m., or at the call of the chair.

# Carried

Bonnie Rowe, Chair

Jana Nethercott, Clerk

ATT: WEST ELGIN COUNCIL

WE, THE PROPERTY OWNERS (NAMED BELOW) ON GREET STREET IN THE JULAGE OF WEST LORNE, WOULD LIKE TO REQUEST COUNCIL TO CONSIDER A "DESIGNATED TRUCK ROUTE" TO ELIMINATE PRESENT AND FUTURE TRUCK TRAFFIC ON GREET STREE WE PROPOSE A TRUCK ROUTE TO RUN NORTH AND SOUTH ON FINNEY STREET TO JANE STREET, THEN TO GRAHAM ROAD, THE SAME ROUTE THAT THE SCHOOL BUSES TAKE NOW. THANK YOU IN ADUANCE

Jun A Alice Quellithe - 177 GILBERT ST Show & CARAN Empy 176 GALDAN MEREDRICK 172 Gilbertst John Bischard Sarah Bechard 172 Gilbert St. ANNE - Laurinda Santos 170 Gilbert St. 169 OF Ibert St. LUISA LAVANDGIRA GLBERT Diane Greenham 178 Gilbert St Zack Greenham Bussenham 178 GibertSt SIMTE 178 Gilberts ST. GRAHAM -Jos Shockod ROAD 171 Gelleen75 BADDEN 173 GILBERT TOMY CLIVEIRA Bus

Ministry of Municipal Affairs and Housing

Office of the Minister 777 Bay Street, 17<sup>th</sup> Floor Toronto ON M7A 2J3 Tel.: 416 585-7000 Ministère des Affaires municipales et du Logement



Bureau du ministre 777, rue Bay, 17<sup>e</sup> étage Toronto ON M7A 2J3 Tél. : 416 585-7000

234-2021-4132

September 9, 2021

Dear Head of Council:

Our government believes everyone deserves a safe and affordable place to call home. Inadequate supply and high housing costs have made housing unattainable for too many people in Ontario. We want to reduce red tape and streamline development approvals so that we can help to put affordable home ownership in reach of more Ontario families, and provide more people with the opportunity to live closer to where they work.

That is why I am pleased to provide you with this <u>Site Plan Control Guide</u>. This guide provides an overview of site plan control and shares best practices from some communities across Ontario which municipalities may consider implementing to make the site plan process more efficient.

The Site Plan Control Guide also works to support The Provincial Policy Statement, 2020 and other recent changes to the land use planning system – including changes to the *Planning Act* through Bill 108, the *More Homes, More Choice Act, 2019* and to A Place to Grow: Growth Plan for the Greater Golden Horseshoe. Collectively, these changes support key government priorities of increasing housing supply, supporting job creation and reducing red tape – while continuing to protect Ontarians' health and safety and the environment, including the Greenbelt.

If you have any questions about the Site Plan Control Guide, please email the Ministry at provincialplanning@ontario.ca.

Sincerely,

Steve Clark Minister

c: Chief Administrative Officer



## THE CORPORATION OF THE CITY OF SARNIA City Clerk's Department 255 Christina Street N. PO Box 3018

Sarnia ON Canada N7T 7N2 519-332-0330 (phone) 519-332-3995 (fax) 519-332-2664 (TTY) www.sarnia.ca clerks@sarnia.ca

September 17, 2021

Honourable Doug Ford Premier of Ontario Legislative Building Queen's Park Toronto ON M7A 1A1

Dear Premier,

## **RE: Renovictions**

At its meeting held on September 13, 2021, Sarnia City Council adopted the following resolution with respect to "Renovictions":

That Sarnia City Council request that the Government of Ontario take additional and meaningful steps to address the ever increasing problem of "Renovictions" in The Province of Ontario. Citizens and communities are hurt by these unscrupulous practices which can and does directly impact the affordable housing crisis, as well as inflict damage (both financially and mentally) particularly on our most vulnerable citizens; and

That this correspondence also be sent to other Municipalities in Ontario for their consideration and possible endorsement.

Your consideration of this matter is respectfully requested.

Yours sincerely,

Amy Burkhart City Clerk

Cc: The Honourable Doug Downey, Attorney General Bob Bailey, MPP All Ontario Municipalities



September 17, 2021

sent via email: premier@ontario.ca

The Honourable Doug Ford Premier of Ontario Legislative Building, Queen's Park Toronto, ON M7A 1A1

#### Re: Structure Inventory and Inspections

Dear Premier:

At the last regular General Purpose and Administration Committee meeting held September 13, 2021 the above captioned matter was discussed.

I wish to advise that the following resolution was passed which will be going forward for ratification at the September 27, 2021 Township of Scugog Council meeting:

**THAT** Report PWIS-2021-027, 2021 Structure Inventory and Inspections, be received;

**THAT** the Township of Scugog 2021 Ontario Structure Inspection Manual Inventory and Inspection Summary Report, prepared by Planmac Engineering Inc., be received;

**THAT** as part of the annual budget process, the Township continue to increase the amount of funding available for bridges and culverts through the continuation of Roads and Other Infrastructure Levy;

**THAT** as part of the annual budget process, the Township continue to increase the investment in bridge and culvert maintenance and repair through other means including identifying efficiencies and cost savings and applying for grants through other levels of government for major bridge and culvert replacements;

**THAT** the Township follow the principles of Asset Management and prioritize preventative maintenance such as waterproofing decks, repaving decks, repair concrete soffits, parapet walls, abutments and wingwalls, etc.

**THAT** the Province of Ontario and the Government of Canada be encouraged to provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements; and

Township of Scugog, 181 Perry St., PO Box 780, Port Perry, ON L9L 1A7 Telephone: 905-985-7346 Fax: 905-985-9914 www.scugog.ca **THAT** a copy of the staff report and resolution be forwarded to the Premier of Ontario, Provincial Minister of Finance, Federal Finance Minister, MP Erin O'Toole, MPP Lindsey Park, AMO, Durham Region and all Ontario municipalities."

Should you require anything further in this regard, please do not hesitate to contact Kevin Arsenault, Capital Projects Technologist at 905-985-7346 ext. 138.

Yours truly,

Beely Jamieson

Becky Jamieson Director of Corporate Services/Municipal Clerk Encl.

cc:

Kevin Arsenault, Capital Projects Technologistkarsenault@scugog.caHonourable Chrystia Freeland, Federal Minister of Financechrystia.freeland@fin.gc.caHonourable Peter Bethenfalvy, Ontario Minister of FinanceMinister.fin@ontario.caLindsey Park, MPP, DurhamLindsey.park@pc.ola.orgErin O'Toole, MPErin.OToole@parl.gc.caRalph Walton, Regional Clerk, The Regional Municipality of Municipalities of Ontario (AMO)Durham clerks@durham.caAll Ontario MunicipalitiesAno@amo.on.ca

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# The Corporation Of The Municipality Of West Elgin

# By-Law No. 2021-53

# Being a By-Law to confirm the proceedings of the Regular Meeting of Council held on September 23, 2021.

**Whereas** Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be exercised by council; and

**Whereas** Section 5(3) of the Municipal Act, the powers of Council shall be exercised by bylaw; and

**Whereas** it is deemed expedient that proceedings of Council of the Corporation of the Municipality of West Elgin as herein set forth be confirmed and adopted by by-law;

Now therefore the Council of the Municipality of West Elgin enacts as follows:

- 1. That the actions of the meeting of Council held on September 23, 2021, in respect of each recommendation, motion and resolution and other action taken by the Council at this meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
- 2. The Mayor and proper officials of the Corporation of the Municipality of West Elgin are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in the preceding section hereof.
- 3. The Mayor and Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of West Elgin.

Read a first, second, and third time and finally passed this 23<sup>rd</sup> day of September, 2021.

Duncan McPhail Mayor Jana Nethercott Clerk