



November 20, 2017

Public Works Department  
Office of the Commissioner  
1151 Bronte Road  
Oakville ON L6M 3L1

Town of Halton Hills  
Attention: Chris Mills, Commissioner of Planning &  
Infrastructure Service -  
1 Halton Hills Drive  
Town of Halton Hills, ON L7G 5G2

Dear Mr. Mills: *CHRIS*

**RE: Consent to Proceed with Implementation of Project PR2968 (ID 6565) Total Phosphorous Offset Program in the Town of Halton Hills - Acton**

In reference to our project PR2968 (ID 6565) Total Phosphorous Offset Program, this will serve as the Region's consent to the Town of Halton Hills to proceed with the implementation of the TP Offset Program in the Town of Halton Hills – Acton, as set out in this letter.

The objective of the TP Offset Program is to achieve the annual TP offset target of 48 kg/kg/year (applying a safety factor of 2:1 the target is 96 kg/year). The attached "Total Phosphorous Offset Strategy- Acton Wastewater Treatment Plant Expansion" prepared by Cole Engineering February 2016, sets out the capital program as proposed to the Ontario Ministry of Environment and Climate Change (MOECC). The program has since been revised to address MOECC review comments.

The Program implementation will comprise the supply and installation of a total of 10 Oil Grit Separators and/or "Jellyfish" within the Town's existing stormwater collection system in Acton at locations identified in Table "A" attached to this letter. If any locations identified in Table "A" cannot be implemented, other available locations, deemed to be suitable, may be selected (full list of the available locations is provided in Table 4.5 on pg. 49 of the Strategy Report referenced above) as agreed to jointly by the Town and the Region during the implementation of the project.

Total funding available under PR2968 (ID 6565) is \$3,300,000. Although it is anticipated that these funds will be sufficient for the implementation of the program, costs payable to the Town for the TP Offset Program shall not exceed this amount without prior written approval of the Region. Works to be carried out by the Town under the TP Offset Program shall be completed no later than December 31, 2022. Compensation to the Town shall include costs associated with the design, tendering and administration of the contracts for the works. Other terms and conditions with respect to compensation for the work to be paid to the Town shall be as identified on the purchase order issued by the Region and/or identified herein.

In addition to invoiced costs for the implementation of the TP Offset Program the Region shall make a one-time sustainable maintenance payment of \$77,000 following the installation of each unit, to a total of \$770,000.

It is noted that the cost to deliver the program shall be subject to the tenders for the work received by the Town of Halton Hills. This letter of consent and the associated Purchase order

**Regional Municipality of Halton**

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1

905-825-6000 | Toll free: 1-866-442-5866

will only bind the Town to deliver the program to the extent that there are sufficient funds within the Region's project budget.

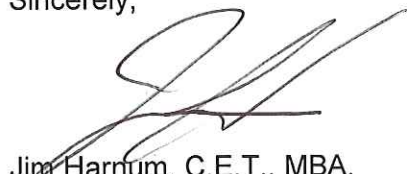
All works supplied and installed under this program shall become the property of the Town of Halton Hills.

This consent is provided on the understanding that:

- The annual program for the implementation of the TP Offset Program will be developed jointly between the Region and the Town and subject to written approval of the Region's Commissioner of Public Works and the Town's Commissioner of Planning and Infrastructure;
- The works will be tendered by the Town of Halton Hills, in accordance with the procurement by-laws of the Town of Halton Hills;
- The Region is to be identified as an additional named insured in all insurance and indemnities provided by all contractors retained by the Town with respect to the work;
- Progress payments for the implementation of the TP Offset Program will be subject to the review and approval of the Region's project manager and paid on a monthly basis in accordance with the Town's contract for the work. Progress payment requests shall reference both the Region's project and purchase order numbers;
- All information related to change orders, deficiencies or contractor claims that arise on the project, from time to time, will be shared between the Region and Town of Halton Hills; and
- If at any time it is necessary for the Region to terminate its funding of the Program implementation, all costs incurred, or committed to, by the Town up to the date of written notification will be paid by the Region as set out herein.

If you have any questions or require additional information, please contact Tim Dennis, Director of Engineering and Construction Services at 905 825 6000 extension 7775.

Sincerely,




Jim Harnum, C.E.T., MBA,  
Public Works Commissioner, Halton Region

cc: Tim Dennis, P.Eng., Director, Engineering & Construction Services, Halton Region  
Don Kudo, P.Eng., Director, Engineering, Town of Halton Hills

Attachment

**TABLE A**

					<b>TP Offset Strategy</b>		
					Halton Acton Wastewater Treatment Plant Expansion		
					File No. E11-392		
					Date: November 2016		
ID	Area ha	Phos Load (Cole) kg/yr	TP Removal Method	TP Removal (%)	TP Removal kg/yr	Capital Cost \$	O&M Costs \$/yr
A1	10.85	18.23	Jellyfish	59%	10.76	\$ 188,228	\$ 3,000
A2	21.96	42.40	OGS	40%	16.96	\$ 378,400	\$ 4,500
A3	40.66	53.80	OGS	40%	21.52	\$ 339,900	\$ 4,500
A4	18.40	32.18	OGS	40%	12.87	\$ 295,900	\$ 3,000
A6	8.13	12.80	Jellyfish	59%	7.55	\$ 173,829	\$ 3,000
A16	7.29	12.87	Jellyfish	59%	7.59	\$ 173,829	\$ 3,000
A23	4.29	8.11	Jellyfish	59%	4.78	\$ 145,006	\$ 3,000
A25	4.30	7.36	Jellyfish	59%	4.34	\$ 114,653	\$ 3,000
A26	6.92	9.59	Jellyfish	59%	5.66	\$ 136,351	\$ 3,000
A31	5.73	10.24	OGS	40%	4.10	\$ 145,713	\$ 1,500
<b>Total</b>	<b>128.53</b>	<b>207.59</b>			<b>96.14</b>	<b>\$ 2,091,810</b>	<b>\$ 31,500</b>
<b>Target =</b>					<b>96</b>	<b>kg/yr</b>	