

RVA 215817

July 2, 2024

Municipality of West Elgin,  
22413 Hoskins Line,  
Rodney, ON N0L 2C0

**Attention: Magda Badura, CAO, Project Manager**

Re: Rodney Wastewater Treatment Plant Upgrades  
Request for Change No. 03: ECA Air & Noise Application

---

Further to our prior discussions and meeting with the Ministry of Environment, Conservation and Parks (MECP) on May 13, 2024 regarding the Rodney WPCP Environmental Compliance Approval (ECA) submission. We respectfully submit this additional fee request letter for engineering services for the preparation of an Environmental Compliance Approval (ECA) Air & Noise application.

### **Background**

RVA was retained by the Municipality of West Elgin (Municipality) for the Rodney Water Pollution Control Plant (WPCP) Upgrades. The general project design scope included replacement of the mechanical screen and headworks enclosure, replacement of the mechanical aerators with a diffuser grid system, replacement of the secondary clarifier mechanism, and improvements to the alum storage system. The lagoon decant system upgrades were added to the assignment under Request for Change No. 1.

The project also included dredging of the lagoon. The lagoon dredging was completed in October 2023. Approximately 800 dry tonnes of material was removed from the lagoon.

On May 13, 2024, the Municipality and RVA participated in a pre-consultation meeting with the MECP to discuss and confirm submission requirements for ECA-Sewage and ECA Air & Noise, including whether this is required for this facility. The MECP confirmed that an ECA Air & Noise is required for this facility, and cannot be “grandfathered in”, as documented in the meeting notes. As such, the engineering services required to complete the ECA Air & Noise submission requirements are the subject of this fee request letter.

Additional engineering work for this item was not included in the original approved budget and is described in further detail below.

### **ECA Air & Noise Application, including Required Modelling**

The additional engineering scope to prepare the ECA-Air & Noise is outlined below and based on the pre-consultation meeting with the MECP.

- One (1) pre-consultation meeting with the MECP with RVA Air & Noise technical staff (virtual meeting)
- One (1) site visit to record sound levels of delivery / sludge trucks and rental of necessary equipment
- One (1) virtual meeting with Municipality to discuss the scope, with RVA Air & Noise technical staff (virtual meeting)
- Background Information Request and Review
- Data Collection & Analysis
- Preparation of Emission Summary and Dispersion Modelling (ESDM) Report (Draft) and Air Modelling
- Preparation of Acoustic Assessment Report (AAR) (Draft) and Noise Modelling
- AAR and ESDM Review Meeting with Client
- Preparation of ESDM Report (Final) with QA/QC
- Preparation of AAR (Final) with QA/QC
- Preparation & Submission of ECA Air & Noise Application
- Support during ECA Application Review Period

The above scope of work is based on the following assumptions as well as requirements from the Municipality / MECP:

- Noise levels from existing and new equipment will be required to comply with NPC-300. It has been assumed that a full acoustic assessment report and noise modelling is required for the ECA Air & Noise application.
- Air emissions will need to comply with O.Reg. 419/05, and a full ESDM report and air modelling will be required. Contaminants to the air may be discharged from the secondary clarifier, aeration tank, lagoon, alum storage tank, hydrogen peroxide tank, headworks exhaust fan, and laboratory fume hood. No on-site sampling of sources will be completed as part of this scope of work.
- Equipment data sheets, showing key data such as noise levels, will be provided by the Municipality for existing equipment that is to remain.
- A full list of on-site chemicals, including laboratory chemicals, and relevant MSDS sheets, will be provided by the Municipality.
- Information regarding regular truck hauling activities will be provided by the Municipality, including frequency, duration, truck size, etc. One (1) site visit has been allowed for to obtain sound levels of the existing trucks.
- No painting or welding activities take place on site.
- Up to date zoning plans, and the most recent development/subdivision plans or property setback requirements for future zoned areas will be provided by the Municipality.

For this additional engineering work, we are requesting **\$44,112.35** (excl. HST) (see Attachment 1 -Time Task Matrix). Please note that to expedite the project and avoid delay, RVA has initiated the work noted above, including completion of a meeting with the MECP.

We kindly ask that the Municipality approve the additional scope/engineering fees and issue a Purchase Order at your earliest convenience. Please do not hesitate to contact the undersigned if you have any questions.

Yours very truly,

**R.V. ANDERSON ASSOCIATES LIMITED**

Dania Chehab, P.Eng.  
Project Manager

Rina Kurian, P.Eng., PMP  
Project Director

Encls:  
Attachment 1 – Time Task Matrix (1 page)



Task Description	Project Team Member	R. Kurian	D. Chehab		T. Young	N. Roshani	M. Coulter	RVA Hours / Task	RVA Sub-Total	Other Direct Costs and Disbursements	Total
	Role in Project	Project Director	Project Manager	QA - Various	Process Mech. Engineer	Lead Building Mechanical and Air & Noise Engineer	Air & Noise Support				
	Company	RVA	RVA	RVA	RVA	RVA	RVA				
	Hourly Rate	\$245	\$215	\$255	\$140	\$190	\$125				
										3%	
<b>ECA Air &amp; Noise Submission, including Required Modelling</b>											
1	Project Management & Coordination	2	4		8			14	\$2,470.00	\$74.10	\$2,544.10
2	Background Information request and review, MECP Pre-Consultation Meeting & Prep	2	2		2	8	18	32	\$4,970.00	\$149.10	\$5,119.10
3	Data Collection & Analysis					6	15	21	\$3,015.00	\$690.45	\$3,705.45
4	Preparation of ESDM Report (Draft) and Air Modelling			1	2	14	50	67	\$9,445.00	\$283.35	\$9,728.35
5	Preparation of AAR Report (Draft) and Noise Modelling			1	2	14	50	67	\$9,445.00	\$283.35	\$9,728.35
6	AAR and ESDM Review Meeting with Municipality	2	2		2	2	4	12	\$2,080.00	\$62.40	\$2,142.40
7	Preparation of ESDM Report (Final) and AAR Report (Final) with QA/QC			2	2	8	24	36	\$5,310.00	\$159.30	\$5,469.30
8	MECP Air & Noise ECA Application and Support		2		4	8	24	38	\$5,510.00	\$165.30	\$5,675.30
<b>Subtotal - Hours:</b>		<b>6</b>	<b>10</b>	<b>4</b>	<b>22</b>	<b>60</b>	<b>185</b>	<b>287</b>			
<b>Subtotal - Fees:</b>		<b>\$1,470</b>	<b>\$2,150</b>	<b>\$1,020</b>	<b>\$3,080</b>	<b>\$11,400</b>	<b>\$23,125</b>		<b>\$42,245.00</b>	<b>\$1,867.35</b>	<b>\$44,112.35</b>
<b>TOTAL HOURS</b>											
		<b>6</b>	<b>10</b>	<b>4</b>	<b>22</b>	<b>60</b>	<b>185</b>	<b>287</b>			
<b>TOTAL FEE (EXCLUDING HST)</b>											
		<b>\$1,470</b>	<b>\$2,150</b>	<b>\$1,020</b>	<b>\$3,080</b>	<b>\$11,400</b>	<b>\$23,125</b>		<b>\$42,245.00</b>	<b>\$1,867.35</b>	<b>\$44,112.35</b>