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TOWN OF INGERSOLL
CLERK/TREASURER

Public Works

21 Reeve Street, P.O. Box 1614
Woodstock Ontario N4S 7Y3
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Fax: 519-421-2207
Web site: www.oxfordcounty.ca

February 11, 2010

Ms. Elaine Clark
Clerk-Administrator
Town of Ingersoll
130 Oxford Street
Ingersoll, ON N5C 2V5

RE: Oxford County Ingersoll Wastewater Treatment Plant Class Environmental Assessment Notice of Commencement

Dear Ms. Clark:

Oxford County owns and operates the Ingersoll Wastewater Treatment Plant (WWTP) which provides secondary treatment for wastewater generated in the Town of Ingersoll. The Ingersoll WWTP consists of two parallel treatment trains. The two on-site plants share a common on-site pumping station and headworks, as well as a common biosolids management facility. The older of the two plants (i.e., the "Old Plant") was designed in 1947 and is nearing the end of its useful life. The "New Plant", which was built in 1974, was upgraded in 2004.

A preliminary review of several options for upgrading the Oxford County Ingersoll WWTP was undertaken in 2008 as part of the Long Term Strategy development. The County has now commenced the current Class Environmental Assessment (EA) to examine these options in detail and to determine the most cost-effective, environmentally sound, and sustainable approach to upgrade the Oxford County Ingersoll WWTP to operate at its current Certificate of Approval rated capacity.

The study will be undertaken as a Schedule B project in accordance with the requirements of the Municipal Class Environmental Assessment (Municipal Engineers Association, 2007), and will include an opportunity for public comment.

The purpose of this letter is to advise you of the commencement of this study. The County has retained XCG Consultants Ltd. to undertake the study. We have attached a Notice of Commencement that will be published in the local newspaper to advise the general public of the study.

If you have any initial concerns or comments regarding this project, we would appreciate receiving your comments in writing. It is recognized that you may not wish to receive further

notifications regarding the study. If this is the case, we would appreciate you advising us in writing. Written replies would be appreciated no later than **March 12, 2010**.

Please note that a Public Information Centre (PIC) will be held during the course of the study to present and receive comment on the preferred alternative for upgrading the WWTP. A notice of the PIC will be advertised in advance of the public meeting.

If you have any questions or would like further information about the project, please contact Mark Maxwell by phone at 519-539-9800, ext. 3195 or by e-mail at mmaxwell@oxfordcounty.ca. Thank you very much for your interest in the project.

Sincerely,

Shahab Shafai

Mr. Shahab Shafai, M.Sc., P.Eng.
Manager of Wastewater Services

SS:kf

Attach

cc Mr. Steve Nutt, XCG Consultants Ltd.



NOTICE OF COMMENCEMENT

CLASS ENVIRONMENTAL ASSESSMENT OXFORD COUNTY INGERSOLL WASTEWATER TREATMENT PLANT

Oxford County owns and operates the Ingersoll Wastewater Treatment Plant (WWTP) which provides secondary treatment for wastewater generated in the Town of Ingersoll. The Ingersoll WWTP consists of two parallel treatment trains. The two on-site plants share a common on-site pumping station and headworks, as well as a common biosolids management facility. The older of the two plants (i.e., the “Old Plant”) was designed in 1947 and is nearing the end of its useful life. The “New Plant”, which was built in 1974, was upgraded in 2004.

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The study will be undertaken as a Schedule B project in accordance with the requirements of the Municipal Class Environmental Assessment (Municipal Engineers Association, 2007), and will include an opportunity for public comment.

Public input and comments will be an important component of the Class EA process. A Public Information Centre (PIC) will be held during the course of the study to present and receive comments on the preferred alternative for upgrading the WWTP. A notice of the PIC will be advertised in advance of the public meeting.

Please contact either of the following project team members if you have any questions or comments, if you wish to obtain more information on the study, or if you wish to be added to the mailing list to receive future notifications of the study:

Mr. Mark Maxwell
Oxford County, Department of Public Works
21 Reeve Street, P.O. Box 1614
Woodstock, Ontario N4S 7Y3
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Toll Free: 1-866-537-7778
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Mr. Stephen Nutt, M. Eng., P. Eng.
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This Notice issued on February 11, 2010