

**Township of North Dundas Village of Winchester
Main Street West Sewage Pump Station Upgrades
Schedule 'B' Class EA Report**

Appendix B

Public Consultation Records

Notice of Study Commencement



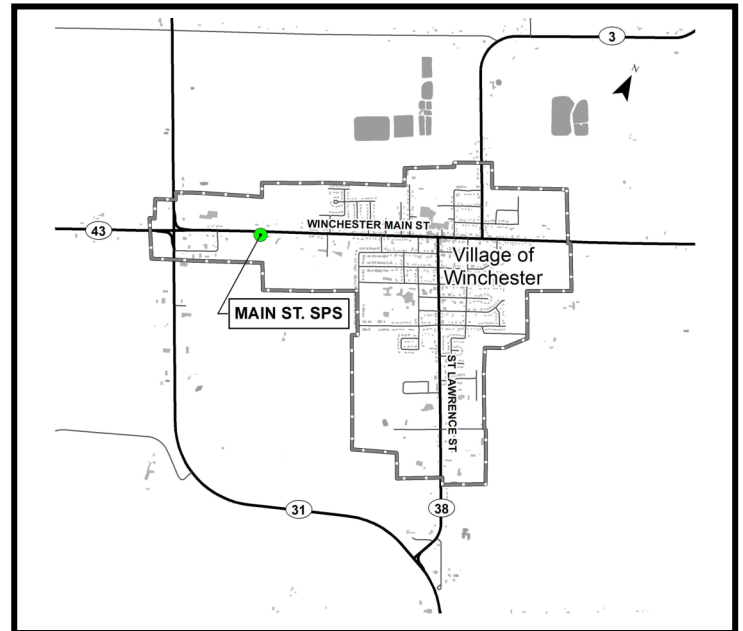
The Township of North Dundas Village of Winchester Main Street West Sewage Pump Station Upgrades Schedule B Class Environmental Assessment

The Township of North Dundas has initiated a Schedule B Class Environmental Assessment (Class EA) to determine the most suitable option to renew the Main Street West Sewage Pump Station.

How Will This Affect Me?

The Class EA study is assessing various options to renew the Main Street West Sewage Pump Station in the Village of Winchester to ensure it can be relied on to accommodate current flows and the increase to flows that are anticipated from future growth within the upstream sewershed.

Public and agency consultation is a key part of the Class EA process. Based on your input, the Class EA study will identify a preferred option that will benefit the community over the long-term.



How Do I Get More Information?

A Public Information Centre will be held in early 2022 prior to confirming the preferred option. In the meantime, the study team will be reviewing background information and determining alternative options. You can contact a member of the study team listed below with any questions or to provide input on the Class EA study.

Susan Jingmiao Shi, M.Eng., P.Eng.
Project Manager
J.L. Richards & Associates Limited
863 Princess Street Suite 203
Kingston, ON K7L 5N4
sshi@jlrichards.ca
Phone: 343-302-5406

Dave Markell
Ontario Clean Water Agency
5 Industrial Drive
Chesterville ON K0C 1H0
DMarkell@ocwa.com
Phone: 613-448-3098

This study is being conducted according to the requirements of a Schedule B project under the Ontario Municipal Class Environmental Assessment process (October 2000, as amended in 2015).

This Notice issued on December 6, 2021

Revised Notice of Study Commencement



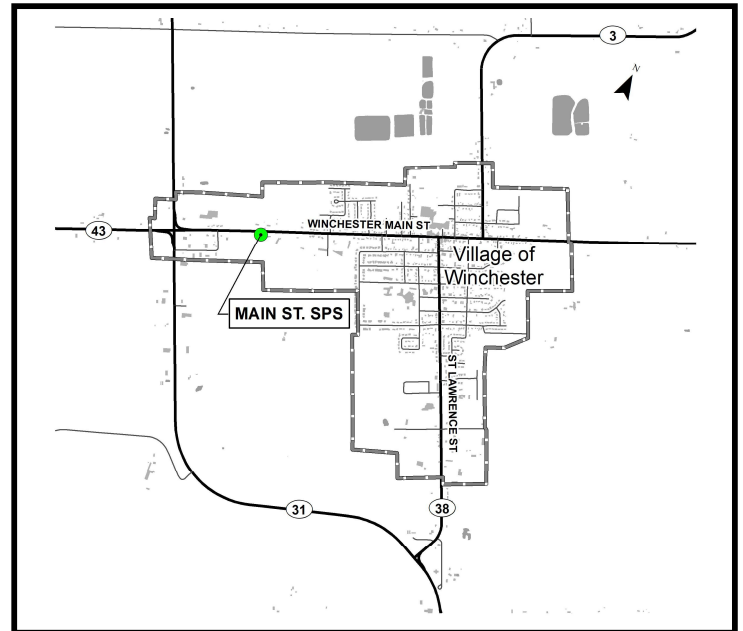
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Project Manager
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Director of Public Works
Township of North Dundas
636 St. Lawrence Street, P.O. Box 489,
Winchester, ON K0C 2K0
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Phone: (613) 774-2105 x 292

This study is being conducted according to the requirements of a Schedule B project under the Ontario Municipal Class Environmental Assessment process (October 2000, as amended in 2015).

The Original Notice was issued on December 6, 2021

Revised Notice Issued on February 7, 2022

Notice of Public Information Centre



The Township of North Dundas Village of Winchester Main Street West Sewage Pump Station Upgrades Schedule B Class Environmental Assessment

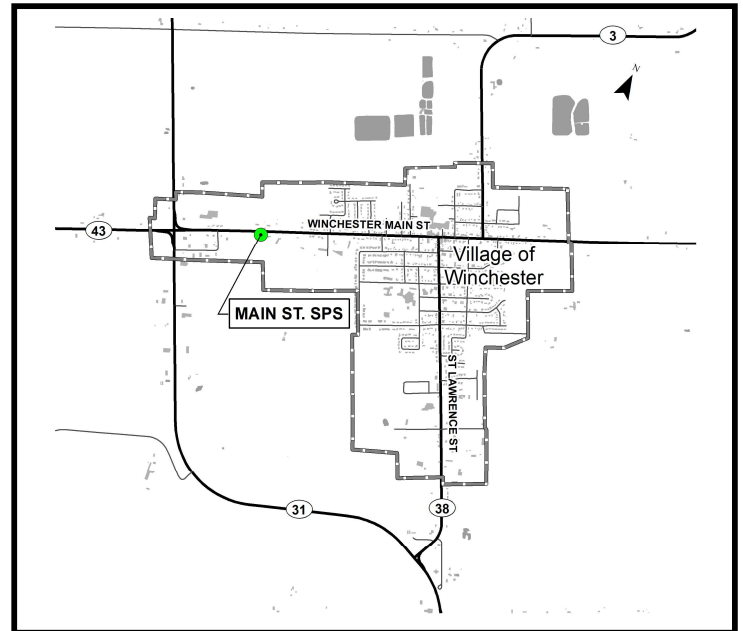
The Township of North Dundas has initiated a Schedule B Class Environmental Assessment (Class EA) to determine the most suitable option to renew the Main Street West Sewage Pump Station.

How Will This Affect Me?

The Class EA study is assessing various options to renew the Main Street West Sewage Pump Station in the Village of Winchester to ensure it can be relied on to accommodate current flows and the increase to flows that are anticipated from future growth within the upstream sewershed.

We Want To Hear From You!

Public consultation is a key component to this Study. A virtual Public Information Centre will be held to identify the existing pump station constraints, as well as potential alternative solutions. All those interested in the project are invited to register:



Date: Tuesday, March 22, 2022

Time: A presentation will start at 6:30 pm, followed by questions and answers period

There are two ways to register:

- a. A Zoom registration link will be made available on Township's website (www.northdundas.com) under the Public Notices section. You will need to enter your name, address and contact information. Upon registering for the Zoom meeting, members of the public will be emailed a link to join the meeting. **Note that this method of registration will be available up until one hour before the start of the meeting.**
- b. Members of the public who want to attend by phone (dialing-in) can register by calling the Township Office at 613-774-2105. **Note that this method of registration will close at 4 pm on the day of the meeting.**

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This study is being conducted according to the requirements of a Schedule B project under the Ontario Municipal Class Environmental Assessment process (October 2000, as amended in 2015).

The Notice was issued on March 8, 2022

Notice of Study Completion



The Township of North Dundas Village of Winchester Main Street West Sewage Pump Station Upgrades Schedule 'B' Class Environmental Assessment

The Township of North Dundas has completed a Class Environmental Assessment Study to assess alternative solutions to renew the Main Street West Sewage Pump Station in the Village of Winchester. Currently, the pump station does not have adequate capacity to service the projected growth and development in the Village's western extent. The study was undertaken in accordance with the planning and design process for Schedule 'B' projects of the *Municipal Class Environmental Assessment* (MCEA). The Schedule 'B' Class EA is recommending the decommissioning of the existing wet well and construction of a new larger wet well on the existing site.

The completed Schedule 'B' Class EA Report documents the planning process of the study. By this Notice, the Report is being placed on public record for a 30-day review period in accordance with the requirements of the Municipal Class EA. The documents can be accessed at the Township's website.

<https://www.northdundas.com/municipal-services/environmental-assessments>

Interested persons may provide written comments to the project team by **May 30, 2022**. All comments and concerns should be sent directly to:

Susan Shi, P.Eng., M.Eng.
Environmental Engineer
J.L. Richards & Associates Limited
sshi@jrichards.ca
Phone: 343-302-5406

Khurram Tunio
Director of Public Works
Township of North Dundas
ktunio@northdundas.com
Phone: (613) 774-2105 x 292

In addition, a request may be made to the Ministry of the Environment, Conservation and Parks for an order requiring a higher level of study (i.e., requiring an individual/comprehensive EA approval before being able to proceed), or that conditions be imposed (e.g., require further studies), only on the grounds that the requested order may prevent, mitigate or remedy adverse impacts on constitutionally protected Aboriginal and treaty rights. Requests on other grounds will not be considered. Requests should include the requester contact information and full name. Requests should specify what kind of order is being requested (request for conditions or a request for an individual/comprehensive environmental assessment), how an order may prevent, mitigate or remedy potential adverse impacts on Aboriginal and treaty rights, and any information in support of the statements in the request. This will ensure that the ministry is able to efficiently begin reviewing the request. The request should be sent in writing to:

Minister of the Environment,
Conservation and Parks
777 Bay Street, 5th Floor
Toronto ON M7A 2J3
minister.mecp@ontario.ca

Director, Environmental Assessment Branch
Ministry of Environment, Conservation and Parks
135 St. Clair Ave. W, 1st Floor
Toronto ON, M4V 1P5
EABDirector@ontario.ca

Requests should also be copied to the Township of North Dundas by mail or by e-mail. Please visit the ministry's website for more information on requests for orders under section 16 of the Environmental Assessment Act at <https://www.ontario.ca/page/class-environmental-assessments-part-ii-order>. All personal information included in your request – such as name, address, telephone number and property location – is collected, under the authority of section 30 of the Environmental Assessment Act and is collected and maintained for the purpose of creating a record that is available to the general public. As this information is collected for the purpose of a public record, the protection of personal information provided in the Freedom of Information and Protection of Privacy Act (FIPPA) does not apply (s.37). Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential. If there is no request received by **May 30, 2022**, the Schedule 'B' Class EA is deemed complete and valid for a 10-year period. The Township could then proceed with implementing the preferred alternative anytime within this 10-year window, as presented in the planning documentation.

Issued: April 29, 2022

List of Stakeholders for Main Street West SPS Schedule ‘B’ Municipal Class Environmental Assessment

Salutation	First Name	Last Name	Title	Agency	Address Line 1	Address Line 2	Email Address	Contact Method
Ms.	Mary	Perry	Manager	Strategic Support Unit - Ministry of Energy, Northern Development and Mines	Willet Green Miller Centre, 2nd Floor, 933 Ramsey Lake Road	Sudbury, ON P3E 6B5	mary.perry@ontario.ca	Email
Ms.	Jennifer	Paetz	Initiatives Coordinator	Strategic Support Unit - Ministry of Energy, Northern Development and Mines	Willet Green Miller Centre, 2nd Floor, 933 Ramsey Lake Road	Sudbury, ON P3E 6B5	jennifer.paetz@ontario.ca	Email
Ms.	Clare	Pineau	Initiatives Coordinator	Strategic Support Unit - Ministry of Energy, Northern Development and Mines	Willet Green Miller Centre, 2nd Floor, 933 Ramsey Lake Road	Sudbury, ON P3E 6B5	clare.pineau@ontario.ca	Email
Ms.	Ruth	Lindenburger	Regional Planning Coordinator	Ministry of Natural Resources and Forestry - Southern Regional Office	4th Floor South Tower, 300 Water Street, Box 7000	Peterborough, ON K9J 3C7	ruth.lindenburger@ontario.ca	Email
Ms.	Kelly	Belshaw	Regional Planning Coordinator	Ministry of Natural Resources and Forestry - Southern Regional Office	4th Floor South Tower, 300 Water Street, Box 7000	Peterborough, ON K9J 3C7	kelly.belshaw@ontario.ca	Email
Mr.	Michael	Elms	Manager Community Planning and Development	Eastern Municipal Services Office - Ministry of Municipal Affairs & Housing - Planners, Community P & D	8 Estate Lane, Rockwood House	Kingston, ON K7M 9A8	michael.elms@ontario.ca	Mail
			Fisheries Protection Program	Fisheries and Oceans Canada	867 Lakeshore Road	Burlington, ON L7S 1A1		n/a
Ms.	Karla	Barboza	Team Lead (A), Heritage	Heritage Planning Unit, Programs and Services Branch - Ministry of Tourism, Culture and Sport	401 Bay Street, Suite 1700	Toronto, ON M7A 0A7	karla.barboza@ontario.ca	Email
Mr.	Joseph	Harvey	Heritage Planner(A)	Heritage Program Unit, Programs and Services Branch - Ministry of Tourism, Culture and Sport	402 Bay Street, Suite 1700	Toronto, ON M7A 0A8	joseph.harvey@ontario.ca	Email
				Ministry of Indigenous Affairs	160 Bloor St E, 9th Floor	Toronto, ON M7A 2E6		n/a
Mr.	James	Mahoney	Manager	Ministry of the Environment, Conservation and Parks – Kingston Regional Office	1259 Gardiners Road, PO Box 22032	Kingston ON K7M 8S5	james.mahoney@ontario.ca	Email
				Ministry of the Environment, Conservation and Parks			eanotification.eregion@ontario.ca	Email
Mr.	John	O'Neill	Rural Planner	Ministry of Agriculture and Food & Rural Affairs	1 st Fl. - 59 Ministry Road, Box 2004, ORC Building	Kemptville, ON K0G 1J0	john.o'neill@ontario.ca	Email
Mr.	Andrea	Pastori	Cabinet Liaison and Strategic Policy Branch Coordinator	Strategic Policy and Analytics Branch, Strategic, Network and Agency Policy Division - Ministry of Energy, Northern Development and Mines	77 Grenville St., 6th Flr.	Toronto, ON M7A 1B3	andrea.pastori@ontario.ca	Email
Dr.	Paul	Roumeliotis	Medical Officer of Health & Chief Executive Officer	Eastern Ontario Health Unit	1000 Pitt Street	Cornwall, ON K6J 5T1		Mail
Ms.	Angela	Rutley	Chief Administration Officer	Township of North Dundas	636 St. Lawrence Street, PO Box 489	Winchester, ON K0C 2K0	arutley@northdundas.com	Email
Ms.	Karen	Handford	Resources Operations Supervisor	Ministry of Natural Resources and Forestry - Kemptville District Office	31 Riverside Drive	Pembroke, ON K8A 8R6	karen.handford@ontario.ca	Email
Mr.	Wes	Plant	Manager Environmental Assessment Section	Environment and Climate Change Canada	4905 Dufferin St.	Downsview ON M3H 5T4	wesley.plant@canada.ca	Email
Ms.	Anjala	Puvananathan	Regional Director	Impact Assessment Agency of Canada	55 York Street, Suite 600	Toronto ON M5J 1R7	anjala.puvananathan@canada.ca	Email
	Peter	Makula	Manager	Ministry of Transportation - Engineering Program Delivery East	1355 John Counter Blvd, Postal Bag 4000	Kingston ON K7L 5A3	peter.makula@ontario.ca	Email and mail
Mr.	Dawn	Irish	Manager	Ministry of Transportation	Garden City Tower 2nd Flr., 301 St. Paul St.	St. Catharines ON L2R 7R4	dawn.irish@ontario.ca	Email
Mr.	Sandy	Johnston	Deputy Fire Chief	Winchester Fire Department	c/o Fire Services - Station #3, PO Box 489, 636 St. Lawrence St	Winchester, ON K0C 2K0		Mail
Mr.	Robert	Greene	Director	Ministry of the Solicitor General	George Drew Building, 25 Grosvenor Street, 13th Floor	Toronto ON M7A 1Y6	robert.greene@ontario.ca	Email, T: 416-314-6683, F: 416-327-1470
				Hydro One			SecondaryLandUse@HydroOne.com	Email
				Algonquins of Ontario – Consultation Office	31 Riverside Drive, Suite 101	Pembroke, ON K8A 8R6	algonquins@tanakiwin.com	Email
Mr.	Abraham	Fransic	Environmental Science Officer	Mohawk Council of Akwesasne	101 Tewesateni Road	Akwesasne, ON K6H 0G5	Abraham.Francis@Akwesasne.ca	Mail, T: 613-575-2250
Mr.	Erik	Gjos	President	Ottawa Region Métis Council	214 Montreal Road	Ottawa, ON K1L 8L8	president.ormc@gmail.com	Mail, T: 613-748-1880 ext. 306
Mr.	Jon	Orpana	Regional Environmental Planner	Ministry of the Environment, Conservation and Parks - Kingston	1259 Gardiners Road, PO Box 22032	Kingston ON K7M 8S5	Jon.Orpana@ontario.ca	Email
				Lands, Resources & Consultations - Métis Nation of Ontario (MNO)	Suite 1100 – 66 Slater Street	Ottawa, ON K1P 5H1	consultations@metisnation.org	Email
Ms.	Angela	Coleman	General Manager/Secretary-Treasurer	South Nation Conservation Authority	38 Victoria Street	Finch, ON, K0C 1K0	acoleman@nation.on.ca	Email

List of Buffer Residents for Main Street West SPS Schedule 'B' Municipal Class Environmental Assessment

Object ID	Address	City	Province	Postal Code	Location	Legal Text
27274	636 ST LAWRENCE ST PO BOX 489	WINCHESTER	ON	K0C2K0	12048 COUNTY RD 3-SEWAGE PUMPING STN	CON 6 PT LOT 1
21525	12051 COUNTY RD #3	WINCHESTER	ON	K0C2K0	12049 COUNTY RD 3	CON 7 PT LOTS 1, 2 RP 8R526 ; PARTS 1, 2
27270	885 POTTER ROAD	KEMPTVILLE	ON	K0G1J0	12050 COUNTY RD 3	CON 6 PT LOT 2 RP8R997 PARTS ; 1,2,5,6,7
24818	12051 COUNTY RD 3 RR 3	WINCHESTER	ON	K0C2K0	12051 COUNTY RD 3	CON 7 W PT LOT 2 RP8R3697 ; PART 1
21526	12045 COUNTY RD 3	WINCHESTER	ON	K0C2K0	12045 COUNTY RD 3	CON 7 PT LOT 1 RP8R2687 PART ; 2
34957	2962 CARP RD	CARP	ON	K0A1L0	12046 COUNTY RD 3	CON 6 N PT LOT 1



Google Street View

Public Information Center

March 22, 2022

Township of North Dundas Winchester Main St. W Sewage Pumping Station

Schedule 'B' Municipal Class Environmental Assessment

Agenda

- Introduction
- Overview of the Existing Main St. West Sewage Pumping Station
- Phase 1 - Problem/Opportunity Statement
- Phase 2 - Evaluation of Alternative Solutions and Identification of Recommended Solution
- Source Water Protection
- Project Schedule and Next Steps
- Q/A

Introduction

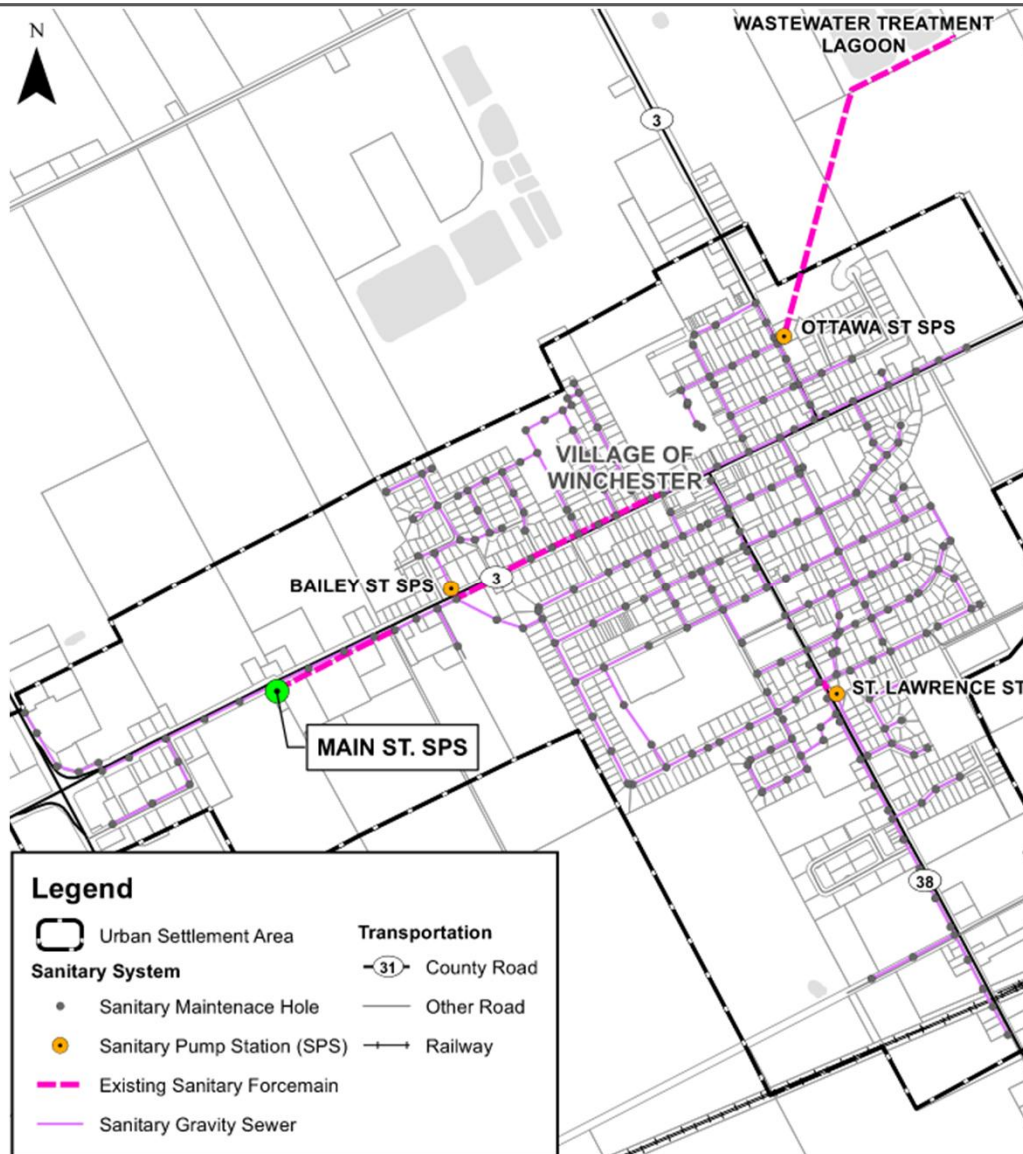
- J.L. Richards & Associates Limited (JLR) has been working with the Township of North Dundas over the past 10 years on their water and wastewater systems.
- Recent studies have identified that the existing Main Street West Sewage Pumping Station (SPS) was near capacity and could not service the future growth and development.
- The ultimate objective of the Class EA is to develop a strategy to improve the overall capacity, performance, and reliability of the Main Street West SPS and to ensure it can be relied on to accommodate current and future flows generated within its catchment area.
- In November 2021, the Township retained JLR to undertake a Municipal Schedule 'B' Class Environmental Assessment (Class EA) to assess the alternate Main St. West SPS solutions for the Village of Winchester for the next 20 years and more.

Overview of the Schedule 'B' Class EA Process



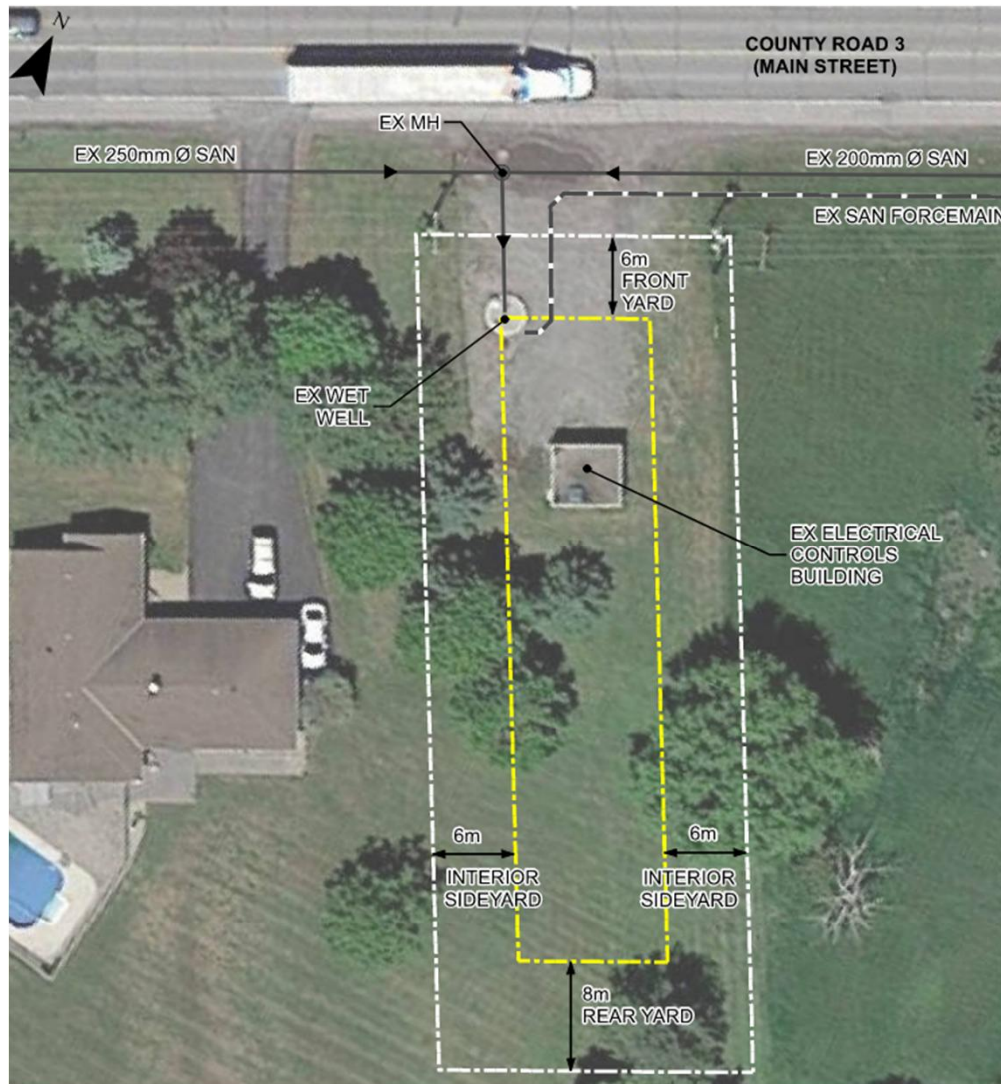
- ✓ **Phase 1 Report** evaluated existing system, summarized future development projections and associated sewage pumping requirements.
- ✓ **Alternative solutions** developed and reviewed against an evaluation matrix.
- ✓ Preliminary assessment of **costing** for each alternative solution.
- ✓ **Public consultation** with general public, stakeholder agencies, First Nations and Township staff.

Existing Village of Winchester Sewage System



- The existing sewage system consists of three (3) sub-area pumping stations, including Main Street West SPS.
- Existing sewer system services approximately 2,600 people in the Village.
- The Main Street West SPS conveys sewage from Winchester's western extents, ranging from east of County Road No. 31 to west of 5206 Main Street West.

Existing Main St. West Sewage Pumping Station



- The existing station was constructed in 2006 and upgraded in 2019.
- The SPS consists of a below-grade concrete wet well c/w two submersible pumps and a Controls Building.
- The SPS receives wastewater from sanitary sewers. The SPS discharges into a forcemain which outlets to Bailey Ave. SPS.
- The existing Controls Building was originally a well pump station and was converted in 2006.

Methodology

2012

- JLR developed a working SewerCAD® model of Winchester's wastewater collection system.

2017

- JLR assessed the capacity of the Main St. W SPS based on current and future development and concluded that additional capacity was required.

2018

- The Township/OCWA submitted an Amendment to Certificate of Approval to upsize the existing pumps.

2019

- JLR updated the SewerCAD® model and assessed the remaining capacity of Main St. W SPS.

2020

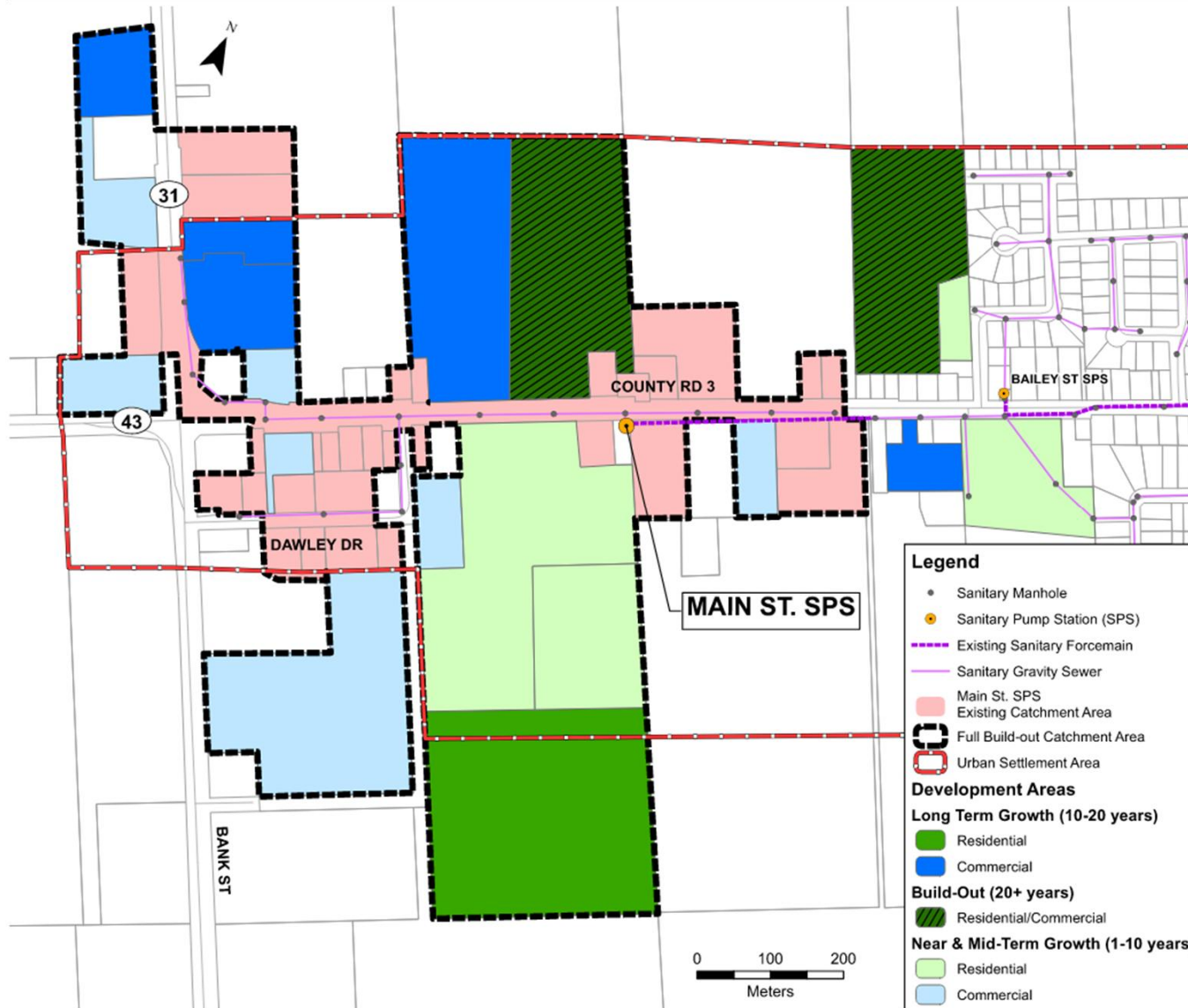
- JLR produced a water and wastewater servicing study which identified the required expansion at Main St W SPS to support future growth.

Existing Wastewater Flows Analysis

Sewage Pump Station	Peak Inflow into Sewage Pumping Station (L/s)			ECA Rated Capacity (L/s)	90% of Current Operating Capacity	Remaining SPS Capacity (L/s)
	Historical Data	Simulated Peak Flow	Theoretical Peak Flow			
Main Street West SPS	5.25	7.36	5.72	6.0	5.40	0

- In 2019, JLR updated the existing SewerCAD[®] model to assess remaining wastewater capacity of Main Street West SPS. Simulated peak flow from the model generally presents a conservative value.
- Assessment shows Main Street West SPS has no capacity remaining.
- The existing forcemain appears to be undersized. The sizing will need to be reviewed and confirmed during detailed design.

Future Wastewater Flow



	Flows (L/s)
Existing Capacity	6
Projected Peak Flow	
0-5 Years	19
5-10 Years	27
10-20 Years	41
Build-Out	44

Phase 1 - Problem/Opportunity Statement

Problem

The Village of Winchester's Main Street West Sewage Pump Station (SPS) receives sewage collected in the western extents of the Village and conveys it through a single forcemain to a maintenance hole upstream of the Bailey Avenue SPS. It has been identified in previous studies that the existing Main Street West SPS does not have sufficient capacity to accommodate future flows.

Opportunity

An upgrade at the Main Street West SPS provides the opportunities for future development to occur and renewal of the existing infrastructure.



Phase 2 - Identification of Alternatives

- Alternative 1: Do Nothing
- Alternative 2: Expand within Existing Wet Well
- Alternative 3: Keep the Existing Wet Well and Expand with a New Wet Well on the Existing Site
- Alternative 4: Decommission the Existing Wet Well and Build a New Wet Well on the Existing Site

Screening of Alternatives

	Advantages	Disadvantages	Carried Forward?
Alternative 1: Do Nothing	<ul style="list-style-type: none"> In accordance with the Class EA process, this option is generally carried forward to detailed evaluation for comparison 	<ul style="list-style-type: none"> Does not address future capacity requirements 	Yes ✓
Alternative 2: Expand within Existing Wet Well	<ul style="list-style-type: none"> Lower Capital Cost Fewer construction impacts and requirements 	<ul style="list-style-type: none"> Only addresses problem statement for short term needs Insufficient capacity for wet well to accommodate mid to long-term servicing requirements. Existing wet well has insufficient space to accommodate new larger pumps 	No ✗

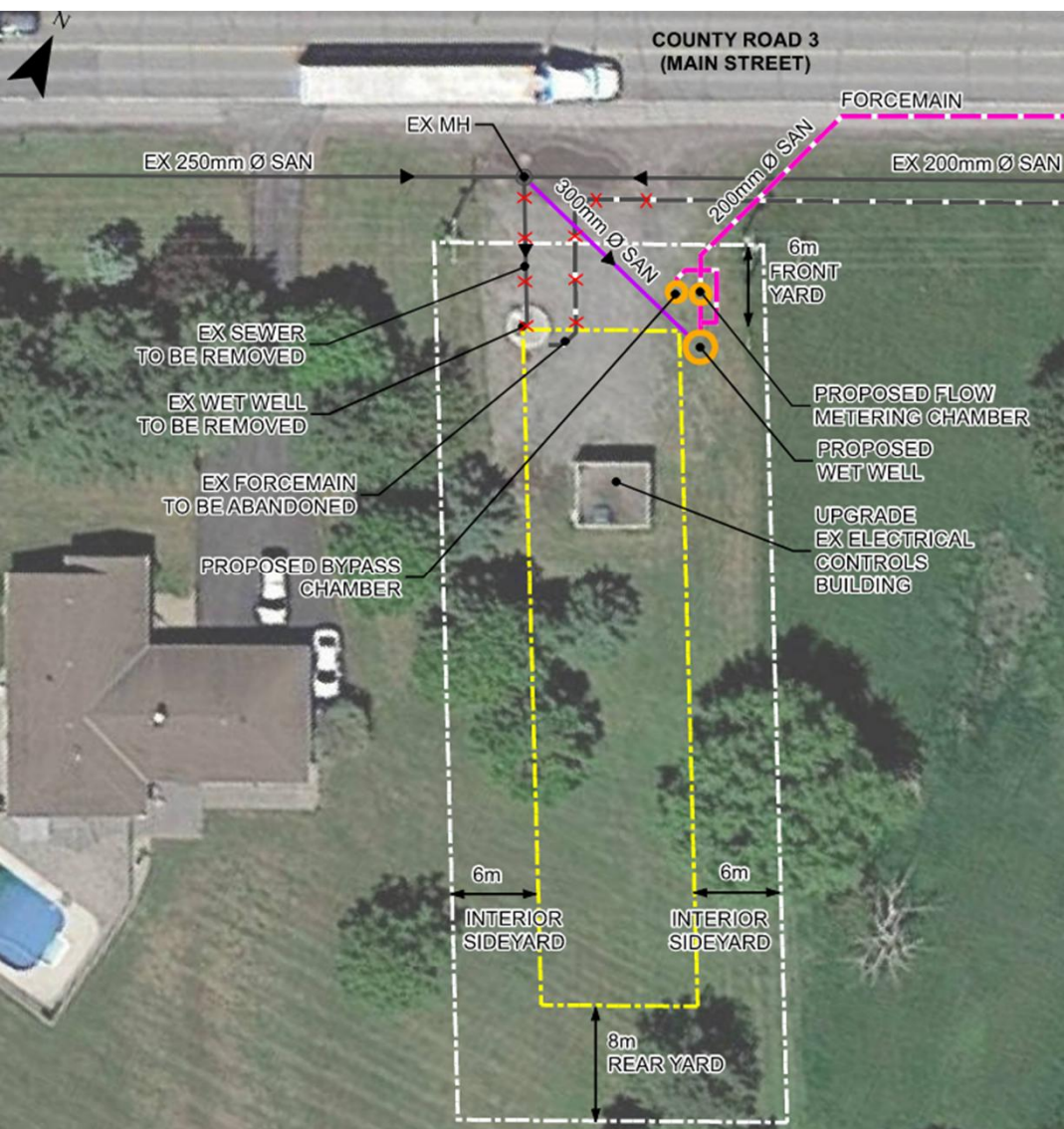
Screening of Alternative

	Advantages	Disadvantages	Carried Forward?
Alternative 3: Keep the Existing Wet Well and Expand with a New Wet Well on the Existing Site	<ul style="list-style-type: none"> Addresses the problem/opportunity statement. 	<ul style="list-style-type: none"> Not common practice to have two separated, parallel wet wells. Flow diversion and pump control would be challenging. 	No 
Alternative 4: Decommission the Existing Wet Well and Build a New Wet Well on the Existing Site	<ul style="list-style-type: none"> Addresses the problem/opportunity statement. Allows existing SPS to remain in operation during construction New wet well and pumps can be adequately sized to service long-term needs. 	<ul style="list-style-type: none"> Highest capital costs. Largest construction impact. 	Yes 

Alternative No.1 – Do Nothing

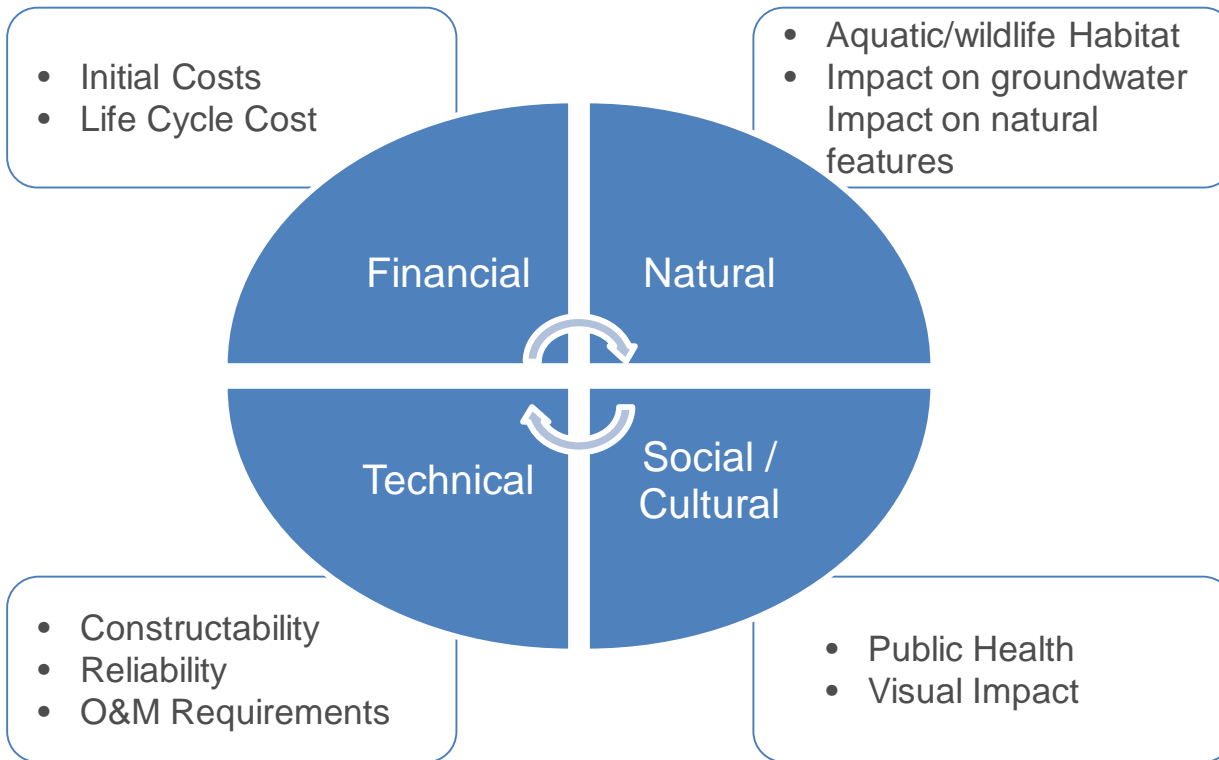
- The 'Do Nothing' alternative is generally equivalent to the status quo and typically carried forward as a baseline for review of other alternatives.
- This alternative does not address the capacity issues.

Alternative No. 4 – New Wet Well on Existing Site



- The existing site is already developed.
- New underground wet well, two submersible pumps, inlet sewer, outlet forcemain, flow metering chamber, bypass chamber.
- Existing Controls Building will be upgraded.
- Minimal operation impact is anticipated.
- Opinion of Probable Cost: \$3,100,000.

Evaluation of Alternative Solutions



- Alternative solutions were evaluated against their impacts to the natural, social/cultural environments, technical feasibility, and financial considerations.

Impact Level	Color	Relative Impact
Strong Positive Impact	Green	Preferred
Minor Impact	Yellow	Less Preferred
Strong Negative Impact	Orange	Least Preferred

- The relative impact for each criterion relative to each potential alternative was assessed based on a qualitative evaluation system.

Evaluation of Servicing Solutions

	Alternative No.1 – Do Nothing	Alternative No.4 – Decommission Existing Wet Well and Build A New Wet Well on Existing Site
Natural Environment	<ul style="list-style-type: none"> No impacts to the natural environment. If growth and development is to continue, incoming flows will exceed capacity. This could potentially cause an overflow and a release of raw sewage into the natural environment. 	<ul style="list-style-type: none"> Some impact to natural environment due to construction. No waterway adjacent to site. No anticipated impacts on trees. Sufficient space for construction laydown. Minimal interruption to existing natural features. Minimal impacts anticipated for wildlife.
Evaluation	Preferred	Less Preferred
Social and Cultural Environment	<ul style="list-style-type: none"> Does not allow for planned growth and development. Capacity constraints could lead to basement flooding or wet well overflow, with potential significant environmental and social consequences. 	<ul style="list-style-type: none"> New wet well further from closest resident, reducing potential odor and noise. Sufficient for full build-out scenario of growth and development. Noise, increased traffic, and reduced air quality is anticipated during construction, however, can be mitigated.
Evaluation	Least Preferred	Preferred

Evaluation of Servicing Solutions

	Alternative No.1 – Do Nothing	Alternative No.4 – Decommission Existing Wet Well and Build New Wet Well on Existing Site
Technical Feasibility	<ul style="list-style-type: none"> Existing SPS has no remaining capacity for additional flows. 	<ul style="list-style-type: none"> Increased pumping capacity sufficient for future growth and development. Equipped with variable frequency drive (VFD), increasing energy efficiency. Flow meter added for flow data collection. Bypass chamber and piping for additional layers of contingency and ease of maintenance.
Evaluation	Least Preferred	Preferred
Financial Considerations	<ul style="list-style-type: none"> No cost associated with construction. Does not allow for development to occur. Increased likelihood of future spills and associated clean up efforts 	<ul style="list-style-type: none"> Higher capital cost (approx. \$3.1M) Built in bypass solutions allow for reduced maintenance costs.
Evaluation	Less Preferred	Preferred

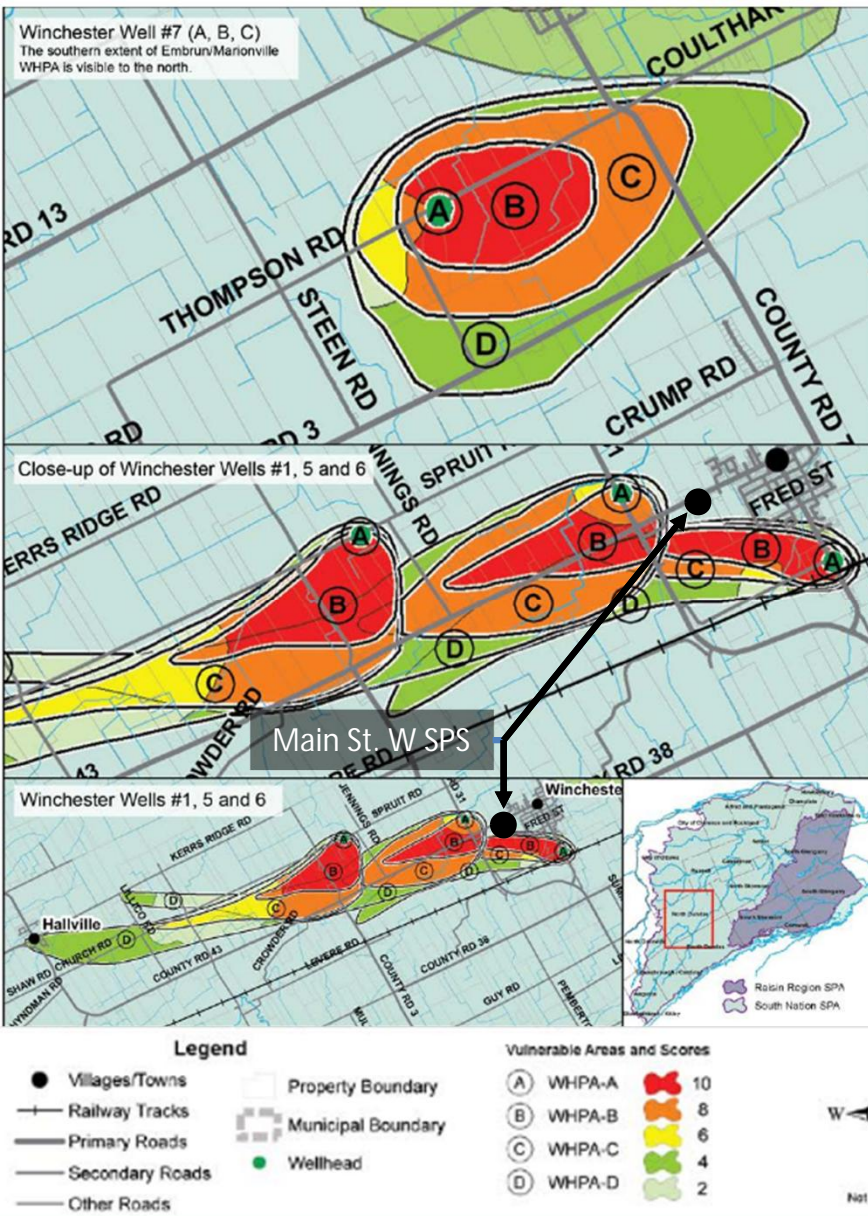
Evaluation of Servicing Solutions

	Alternative No.1 – Do Nothing	Alternative No.4 – Decommission Existing Wet Well and Build New Wet Well on Existing Site
Natural Environment	Preferred	Less Preferred
Social and Cultural Environment	Least Preferred	Preferred
Technical Feasibility	Least Preferred	Preferred
Financial Considerations	Less Preferred	Preferred
Overall	Least Preferred	Preferred

Based on the evaluation, the preferred alternative is **Alternative No.4 – Decommission Existing Wet Well and Build New Wet Well on Existing Site.**

Source Water Protection

Map 15: Vulnerable Areas – Winchester



- Proposed site is located outside of the Wellhead Protection Area.
- It has been identified that the proposed site is within a Highly Vulnerable Aquifer with a score of 6 out of 10.
- A detailed hydrogeological and geotechnical study will be undertaken in the preliminary design.

General Project Timeline

General Project Timeline	
Preliminary Design:	3 months
Detailed Design:	4 months
Finalize Contract Drawings and Specifications:	1 month
Approvals:	6 to 12 months
Tender and Contract Award:	2 months
Construction:	12-18 months

Project Schedule and Next Steps

Milestone	Date
Notice of Study Commencement	December, 2021
Completion of Phase 1 – Identify Problem / Opportunities	February, 2022
Completion of Phase 2 – Evaluation of Alternatives	March, 2022
Public Information Centre	WE ARE HERE
Schedule 'B' Wrap-Up	April, 2022

- Obtain and evaluate public, stakeholders and agency comments and confirm preferred solution
- Post Schedule 'B' Report and advise stakeholders and public
- Issue Notice of Completion
- Following 30-day public review period, finalize Class EA
- Commence preliminary design of preferred solution



Google Street View

THANK YOU!

From: [Environmental Permissions \(MECP\)](#)
To: [Iris Yan](#)
Cc: [Susan Jingmiao Shi](#); [Environmental Permissions \(MECP\)](#)
Subject: RE: Government Review Team Master Distribution List
Date: November 17, 2021 4:11:26 PM
Attachments: [image001.png](#)
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[GRT_MECP.docx](#)

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Hi Iris,
Thank you for contacting the Ministry of Environment, Conservation and Parks (MECP).

I have attached the two Government Review Team Master Distribution Lists for the EA process.

If you have further questions or concerns, please respond to this email or contact us by phone at 416-314-8001 or 1-800-461-6290 (toll free).

Kind regards,
Kanika Kaura (on behalf of Environmental Permissions)

Client Service Representative

Customer Services & Permissions Branch (CSPB)

Ontario Ministry of the Environment, Conservation and Parks (MECP)

135 St. Clair Avenue West, 1st Floor Toronto ON M4V 1P5

General Inquiries: E: enviropemissions@ontario.ca | P: 416-314-8001 | F: 416-314-8452



If you have any accommodation needs or require communication supports or alternate formats, please let me know. Si vous avez des besoins en matière d'adaptation, ou si vous nécessitez des aides à la communication ou des médias substitués, veuillez me le faire savoir.

Did you know? At this time, the ministry strongly encourages online submissions for some environmental permissions. You can submit your application and supporting documents, make payments, and track application progress online. For more information, please visit the [ministry website](#) or you may contact the Client Services and Permissions Branch by phone at 416-314-8001 or 1-800-461-6290, or by email at enviropemissions@ontario.ca.

From: Iris Yan <iyan@jlrichards.ca>
Sent: Wednesday, November 17, 2021 2:12 PM
To: Environmental Permissions (MECP) <enviropemissions@ontario.ca>
Cc: Susan Jingmiao Shi <sshi@jlrichards.ca>
Subject: Government Review Team Master Distribution List

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hi,

Can I have the most up to date Government Review Team Master Distribution List for EA process?

Thank you,

Iris Yan, EIT, M.Eng.
Environmental Engineering Intern

J.L. Richards & Associates Limited
203 - 863 Princess Street, Kingston, ON K7L 5N4
Direct: 343-302-5419



**J.L. Richards
& Associates Limited**
ENGINEERS • ARCHITECTS • PLANNERS



*J.L. Richards & Associates Limited is proactively doing our part to protect the wellbeing of our staff and communities while improving our communication technology. **We are pleased to announce that we have implemented direct phone lines for all of our staff, allowing you to connect with us regardless of whether we are working remotely or in the office.** We are dedicated to delivering quality services to you through value and commitment, as always. Please reach out to us if you have any questions about your project.*

MINISTRY OF THE ENVIRONMENT, CONSERVATION AND PARKS

Government Review Team

Note:
For all review distributions, Project Officers will distribute the documents to the related Regional APEP Supervisors, Water Resources Supervisors and District Managers where appropriate (see Technical Review of Environmental Assessment Documents, June 2009 or as updated for further guidance).

ENVIRONMENTAL PERMISSIONS BRANCH

Heather Malcolmson, Director
Environmental Permissions Branch
Ministry of the Environment, Conservation and Parks
135 St. Clair Avenue West, 1st Floor
Toronto ON M4V 1P5

Contact	Role	Copies	Contact Information	Notes
Mohsen Keyvani, Manager – Waste Approvals Environmental Permissions Branch	Government Reviewer	1	Tel: 416-432-7253 mohsen.keyvani@ontario.ca	Proponents should discuss the distribution of the Terms of Reference (ToR) and the individual Environmental Assessments (EA) (including Parent Class EAs), to MECP representatives, with the Project Officer, EAS Section, Environmental Assessment Branch (EAPB). Comments from MECP are to be coordinated by the Project Officer, EAB. Formal and draft individual waste management EAs; declaration and designation requests related to waste management undertakings. Formal and draft individual water and wastewater EAs. Declaration and designation requests related to water and wastewater projects. Formal and draft individual EAs with significant noise emissions. Declaration and designation requests related to projects with significant noise emissions. For formal and draft individual EAs and declaration and designation requests with significant air emissions, contact APEP Supervisor and Regional Air Quality Analyst for review of the air components.
Rudolf Wan, Manager – Air Approvals Environmental Permissions Branch		1	Tel: 416-992-4379 Fax: 416-314-8452 rudolf.wan@ontario.ca	
Miroslav Ubovic, Manager(A) – Noise Approvals Environmental Permissions Branch		1	Tel: 437-216-7610 Fax: 416-314-8452 miroslav.ubovic@ontario.ca	
Fariha Pannu, Manager(A) – Industrial Wastewater Approvals Environmental Permissions Branch		1	Tel: 416-892-7604 Fax: 416-314-8452 fariha.pannu@ontario.ca	
Aziz Ahmed, Manager – Municipal Water and Wastewater Permissions Environmental Permissions Branch		1	Tel: 416-712-7427 Fax: 416-314-8452 aziz.ahmed@ontario.ca	

RESOURCE RECOVERY POLICY BRANCH				
Contact	Role	Copies	Contact Information	Notes
Charles O'Hara, Director(A) Resource Recovery Policy Branch Ministry of the Environment, Conservation and Parks 40 St Clair Ave. W., 8 th Floor Toronto ON M4V 1M2	MECP Contact	Contact to determine if EA review needed	Tel: 416-327-9743 charles.o'hara@ontario.ca	<i>Formal and draft individual waste management EAs and ToRs with respect to waste management policies and diversion strategies.</i>

CLIMATE CHANGE POLICY BRANCH				
The Climate Change Policy Branch coordinates the implementation of the Climate Change Action Plan and provides key guidance and analytical tools, e.g. greenhouse gas calculators.				
Contact	Role	Copies	Contact Information	Notes
Patrick Fancott, Director(A) Climate Change Policy Branch Ministry of the Environment, Conservation and Parks 438 University Ave, 14th Floor Toronto ON M7A 1N3	MECP Contact	Contact to determine if EA review needed	Tel: 416-892-7633 patrick.fancott@ontario.ca	<i>Technical review of EAA documents on a case-by-case basis of GHG emissions profiles/GHG emissions estimates.</i> <i>See Technical Review of Environmental Assessment Documents Manual for additional guidance on climate-change related expertise within MECP.</i>

SOURCE PROTECTION PROGRAMS BRANCH				
Inclusion of the Source Protection Programs Branch for EA projects will help ensure that proponents have accurately identified the location of the project in relation to <i>designated vulnerable areas</i> and whether or not the project they are proposing could: <ul style="list-style-type: none"> ○ be a significant drinking water threat (e.g. sewage treatment plant, waste disposal site) that is subject to policies in a Source Protection Plan ○ create new <i>designated vulnerable areas</i> through the addition of drinking water wells or surface water intakes ○ create a transport pathway (e.g. underground works in an area with minimal overburden) which could increase the vulnerability of an area such that an adjacent threat could become significant, or increase the percentage of impervious surface area within part of the vulnerable area, which could increase the likelihood of other significant drinking water threats occurring 				
Contact	Role	Copies	Contact Information	
Source Protection Programs Branch Ministry of the Environment, Conservation and Parks 40 St. Clair Ave. W., 14 th Floor Toronto ON M4V 1M2 Jennifer Moulton Senior Drinking Water Program Advisor(A)	MECP Contact	Contact to determine if EA review needed	For project-specific EA reviews, send requests to the sourceprotectionscreening@ontario.ca email account, which is monitored by multiple staff members. For Parent Class EA reviews (new Parent Class EA or Class EA amendment), contact Jennifer Moulton: Tel: 519-860-7851 jennifer.l.moulton@ontario.ca	

ENVIRONMENTAL ASSESSMENT BRANCH – Indigenous Consultation				
Contact	Role	Copies	Contact Information	Notes
Environmental Assessment Program Support Unit Environmental Assessment Branch Ministry of the Environment, Conservation and Parks 135 St. Clair Ave. W., 1 st Floor Toronto ON M4V 1P5	Indigenous consultation advice	Contact to discuss	mecp.indigenousconsultation@ontario.ca	<i>For project-specific advice on matters related to Aboriginal consultation concerning an EA process.</i> <i>This includes individual EAs, Class EAs, streamlined EAs, Part II Order/elevation requests, transit projects, declaration orders and designation requests.</i>

SPECIES AT RISK BRANCH				
<p>The Species at Risk Branch is responsible for issuing authorizations under the Endangered Species Act for projects and activities that may adversely impact species at risk or their habitat.</p> <p>Engaging the SARB during the EA process provides an opportunity for the client to understand and receive guidance and advice about:</p> <ul style="list-style-type: none"> • Screening of activities and sites for species at risk as part of the EA process • Avoiding impacts to species and their habitat and thus avoiding the need for ESA authorization • Authorization options that may be available to the client if they are not able to avoid (e.g. registry, permit) • Developing Possible mitigation measures and beneficial actions for the species overall benefit measures • What type and level of detail of study and assessment is appropriate during an EA or a class EA study to inform and support a future application for an ESA authorization 				
Contact	Role	Copies	Contact Information	Notes
Species at Risk Branch Ministry of the Environment, Conservation and Parks Foster Building, 14th Flr 40 St Clair Ave. W. Toronto ON M4V 1M2	MECP Contact	Contact to determine if EA review needed	SAROntario@ontario.ca	<i>For project-specific advice on matters related to species at risk concerning an EA process.</i> <i>This includes individual EAs, Class EA parent documents, transit projects, declaration orders and designation requests.</i>

ONTARIO PARKS BRANCH				
<p>The Ontario Parks Branch of MECP's Land and Water Division is responsible for managing provincial park and conservation reserve lands, which make up more than 9% of Ontario, and administering the Provincial Parks and Conservation Reserves Act, 2006.</p>				
Contact	Role	Copies	Contact Information	Notes
Tim Marchand, Policy Advisor, Protected Areas Protected Areas Section Ontario Parks Branch Ministry of the Environment, Conservation and Parks 300 Water St, 6th Floor Peterborough ON K9J 3C7	MECP Contact	Contact Tim Marchand to determine if EA review needed	<p>Tel: 226-378-6998 tim.marchand@ontario.ca</p> <p>Copy: Rob Davis, Manager rob.davis@ontario.ca</p>	<i>Ontario Parks:</i> <i>Typically, Ontario Parks acts as proponent under the Class EA-Provincial Parks and Conservation Reserves (PPCR) for the majority of projects requiring an evaluation. Projects in provincial parks and conservation reserves may include establishing new campgrounds, trails, visitor centres, restoring wetlands, etc.</i>

				<p><u>Park Planner:</u> Typically, the project lead for the Class EA-PPCR project evaluations. Park planners draft most EA documents, seek input from subject-matter experts (e.g. park superintendents, ecologists, land specialists, etc.), and coordinate review, consultation, approval and filing of EA projects.</p> <p><u>Policy Advisor:</u> Provides strategic advice/analysis on matters related to the Class EA-PPCR. This may include project-specific issues, strategic government direction/priorities, or general interpretation of the Class EA. Compiles the Class EA Annual Monitoring Report and drafts proposed amendments to the Class EA.</p> <p><u>Zone Manager:</u> Authority for projects evaluated and approved under the Class EA-PPCR.</p>
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PUBLIC RECORD

Proponents should send two copies of each ToR, EA document, designation and declaration request to the Project Officer when these are submitted for formal review. These copies will be sent to MECP places of public record and do not replace copies sent to review agencies for comment. **Public Record** locations are specified below. Project Officer may choose alternative Public Record locations such as District and/or Area offices.

Contact	Role	Copies	Contact Information	Notes
Ministry of the Environment, Conservation and Parks Environmental Assessment Branch 135 St Clair Ave W, 1 st Floor Toronto ON M4V 1P5	Public Record	2 hardcopies 2 electronic copies	Tel: 416-314-8001; 1-800-461-6290 Fax: 416-314-8452 enviropemissions@ontario.ca	All EAs
Lisa Trevisan, Director Central Region Ministry of the Environment, Conservation and Parks 5775 Yonge Street, 8 th Floor North York ON M2M 4J1	Public Record	1	Tel: 416-326-1825 lisa.trevisan@ontario.ca	* Not for solicitation of review comments.
Peter Taylor, Director(A) Eastern Region Ministry of the Environment, Conservation and Parks 1259 Gardiners Rd., Unit 3 Kingston ON K7P 3J6	Public Record	1	Tel: 613-548-6901 Fax: 613-548-6911 peter.g.taylor@ontario.ca	* Not for solicitation of review comments.

Frank Miklas, Director Northern Region Ministry of the Environment, Conservation and Parks 435 James Street, South 3 rd Floor Thunder Bay ON P7E 6S7	Public Record	1	Tel: 807-475-1690 Fax: 807-475-1745 frank.miklas@ontario.ca	<i>* Not for solicitation of review comments.</i>
Lee Orphan, Director Southwest Region Ministry of the Environment, Conservation and Parks 733 Exeter Road London ON N6E 1L3	Public Record	1	Tel: 519-873-5001 Fax: 519-873-5020 lee.orphan@ontario.ca	<i>* Not for solicitation of review comments.</i>
Lubna I Hussain, Director(A) West Central Region Ministry of the Environment, Conservation, and Parks 119 King Street West, 12th Floor Hamilton ON L8P 4Y7	Public Record	1	Tel: 416-554-2527 lubna.i.hussain@ontario.ca	<i>* Not for solicitation of review comments.</i>

REGIONAL CONTACTS

All individual EA documents (Including Parent Class EAs), ToRs, Declaration Orders and Designation Requests will be circulated by the Project Officer, EAPB, directly to the Air, Pesticides and Environmental Planning (APEP) Supervisor, and Water Resource Supervisor for applied science input.

APEP and Water supervisors will determine the need to circulate and coordinate comments from the Technical Assessment and Standards Development Branch. Comments will be provided back to the Project Officer for coordination and response to the proponent.

Types of EAs to be Circulated to the APEP Supervisors:

Air: • Landfill sites - municipal, industrial, commercial and institutional (ICI) - (only at the evaluation of the preferred site stage and not at waste planning stages) • Landfill sites - Hazardous Waste • Incinerators - municipal waste, biomedical waste, hazardous waste • Highways - major new highways only • Fossil Fuel Fired Electric Power Generation Facilities

Pesticides: • As needed Types of Air Technical Studies to be Circulated to the APEP Supervisors: • Air quality monitoring reports • Air quality data summary and interpretations • Atmospheric Dispersion Modeling reports • Assessment of nuisance air impacts (e.g., odour, dust) • Compliance with air standards and guidelines (e.g., point of impingement (POI), ambient air quality criteria (AAQCs))

District Contacts All individual EA documents (including Parent Class EAs), ToRs, Declaration Orders and Designation Requests will be circulated directly to the Districts for local input by the Project Officer, EAPB.

EA and P Coordinator All projects approved under Parent Class EAs will be fully coordinated by a Regional EA and P Coordinator. When regional comments are required for Part II Order Requests (bump-ups), the request should be sent directly to the APEP Supervisor who will be responsible for providing a consolidated regional response.

APEP SUPERVISORS

Contact	Role	Copies	Contact Information	Notes
Paul Martin, APEP Supervisor Central Region Office Ministry of the Environment, Conservation and Parks 5775 Yonge Street, 9 th Floor	MECP Regional Contact	1	Tel: 647-688-8395 paul.d.martin@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input, all Part II Order requests.</i>

North York ON M2M 4J1				
Ruth Orwin, APEP Supervisor Eastern Region Office Ministry of the Environment, Conservation and Parks 1259 Gardiners Rd. Unit 3 Kingston ON K7P 3J6	MECP Regional Contact	1	Tel: 613-920-3861 Fax: 613-548-6908 ruth.orwin@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input, all Part II Order requests.</i>
Shannon Innis, APEP Supervisor(A) Northern Region Office Ministry of the Environment, Conservation and Parks 199 Larch Street, 12 th Floor Sudbury ON P3E 5P9	MECP Regional Contact	1	Tel: 705-280-9349 shannon.innis@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input, all Part II Order requests.</i>
Vacant, APEP Supervisor Contact Jason Lehouillier, Manager(A), Technical Support Section Southwest Region Office Ministry of the Environment, Conservation and Parks 733 Exeter Road, 1 st Floor London ON N6E 1L3	MECP Regional Contact	1	Tel: 226-927-7051 jason.lehouillier@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input, all Part II Order requests.</i>
Stephanie Gasko, APEP Supervisor(A) West Central Region Office Ministry of the Environment, Conservation and Parks 119 King Street West, 12th Floor Hamilton ON L8P 4Y7	MECP Regional Contact	1	Tel: 365-889-1153 Fax: 905-521-7820 stephanie.gasko@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input, all Part II Order requests.</i>

WATER SUPERVISORS				
Contact	Role	Copies	Contact Information	Notes
Ted Belayneh, Water Resources Unit Supervisor(A) Central Region Ministry of the Environment, Conservation and Parks 5775 Yonge Street, 9 th Floor North York ON M2M 4J1	MECP Regional Contact	1	Tel: 437-778-3309 ted.belayneh@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input.</i>
Victor Castro, Water Resources Supervisor Eastern Region Ministry of the Environment, Conservation and Parks 1259 Gardiners Rd., 3 rd Floor Kingston ON K7P 3J6	MECP Regional Contact	1	Tel: 613-540-6862 victor.castro@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input.</i>

Todd Kondrat, Water Resources Supervisor(A) – Surface Water Northern Region Ministry of the Environment, Conservation and Parks 435 James Street South, 3 rd Floor Thunder Bay ON P7E 6S7	MECP Regional Contact	1	Tel: 807-630-3094 todd.kondrat@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input relating to surface water.</i>
Shawn Kinney, Groundwater Group Leader(A) Northern Region Ministry of the Environment, Conservation and Parks 199 Larch St, Suite 1201 Sudbury ON P3E 5P9	MECP Regional Contact	1	Tel: 613-561-9507 shawn.kinney@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input relating to groundwater.</i>
Jason Lehouillier, Water Resources Supervisor Southwest Region Ministry of the Environment, Conservation and Parks 733 Exeter Road, 1 st Floor London ON N6E 1L3	MECP Regional Contact	1	Tel: 226-927-7051 jason.lehouillier@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input.</i>
Belinda Koblik, Water Resources Unit Supervisor West Central Region Ministry of the Environment, Conservation and Parks 119 King Street West, 12 th Floor Hamilton ON L8P 4Y7	MECP Regional Contact	1	Tel: 905-521-7615 Fax: 905-521-7820 belinda.koblik@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations requiring applied science input relating to surface water.</i>

DISTRICT CONTACTS

All individual EA documents (including Parent Class EAs), ToRs, Declaration Orders and Designation Requests will be circulated directly to the Districts for local input by the Project Officer, EAPB.

CENTRAL REGION DISTRICTS

Contact	Role	Copies	Contact Information	Notes
Jimena Caicedo, District Manager(A) Toronto District Office Ministry of the Environment, Conservation and Parks 5775 Yonge Street 9th Floor North York ON M2M 4J1	MECP District Contact	1	Tel: 416-709-1636 jimena.caicedo@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>

Loralyn Wild, District Manager Halton-Peel District Office Ministry of the Environment, Conservation and Parks 4145 North Service Road, 3 rd Floor Burlington ON L7L 6A3	MECP District Contact	1	Tel: 647-973-1714 loralyn.wild@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Celeste Dugas, District Manager York-Durham District Office Ministry of the Environment, Conservation and Parks 230 Westney Road South, 5 th Floor Ajax ON L1S 7J5	MECP District Contact	1	Tel: 905-442-3105 celeste.dugas@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Cindy Hood, District Manager Barrie District Office Ministry of the Environment, Conservation and Parks 54 Cedar Pointe Drive, 1 st Floor Barrie ON L4N 5R7	MECP District Contact	1	Tel: 705-309-5874 cindy.hood@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>

EASTERN REGION DISTRICTS				
Contact	Role	Copies	Contact Information	Notes
Trevor Dagilis, District Manager Kingston District Office Ministry of the Environment, Conservation and Parks 1259 Gardiners Rd. Unit 3, 1 st Floor Kingston ON K7P 3J6	MECP District Contact	1	Tel: 613-548-6906 Fax: 613-548-6920 trevor.dagilis@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Cathy Chisholm, Area Supervisor Belleville Area Office Ministry of the Environment, Conservation and Parks 345 College Street East, 1 st Floor Belleville ON K8N 5S7	MECP Area Contact	1	Tel: 613-242-5049 cathy.chisholm@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
David Bradley, District Manager Peterborough District Office Ministry of the Environment, Conservation and Parks Robinson Place, S. Tower, 2 nd Floor 300 Water Street Peterborough ON K9J 3C7	MECP District Contact	1	Tel: 705-927-6165 david.bradley@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>

Tracy Hart, District Manager Ottawa District Office Ministry of the Environment, Conservation and Parks 2430 Don Reid Drive, Unit 103, 1st Floor Ottawa ON K1H 1E1	MECP District Contact	1	Tel: 613-521-3451 Ext. 224 Fax: 613-521-5437 tracy.hart@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Michael Seguin, Area Supervisor Cornwall Area Office Ministry of the Environment, Conservation and Parks 113 Amelia Street, 1st Floor Cornwall ON K6H 3P1	MECP Area Contact	1	Tel: 613-551-9435 michael.seguin@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>

NORTHERN REGION DISTRICTS				
Contact	Role	Copies	Contact Information	Notes
Bryce Voca, District Supervisor(A) Thunder Bay District Office Ministry of the Environment, Conservation and Parks Thunder Bay Office 435 James Street South, 3rd Floor Thunder Bay ON P7E 6S7	MECP District Contact	1	Tel: 807-630-9657 bryce.voca@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Glen Niznowski, Area Supervisor Kenora Area Office Ministry of the Environment, Conservation and Parks Kenora Area Office 808 Robertson Street, 2nd Floor Kenora ON P9N 1X9	MECP District Contact	1	Tel: 807-468-2726 Fax: 807-468-2735 glen.niznowski@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Brian Cameron, District Manager Sudbury District Office Ministry of the Environment, Conservation and Parks 199 Larch Street, Suite 1201 Sudbury ON P3E 5P9	MECP District Contact	1	Tel: 705-507-0962 Fax: 705-564-4180 brian.cameron@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Ron Dorscht, Area Supervisor Sault Ste. Marie Area Office Ministry of the Environment, Conservation and Parks 70 Forester Drive, Suite 110, 1st Floor Sault Ste. Marie ON P6A 6V4	MECP Area Contact	1	Tel: 705-254-8154 Fax: 705-942-6327 ron.dorscht@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>

Carroll Leith, District Manager Timmins District Office Ministry of the Environment, Conservation and Parks Ontario Government Complex 5520 Highway 101 E., PO Bag 3080 South Porcupine ON P0N 1H0	MECP District Contact	1	Tel: 705-266-4420 carroll.leith@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Angela Whiteley, Area Supervisor North Bay Area Office Ministry of the Environment, Conservation and Parks 191 Booth Road, Unit 16 & 17, 1 st Floor North Bay ON P1A 4K3	MECP Area Contact	1	Tel: 705-491-0406 angela.whiteley@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>

SOUTHWEST REGION DISTRICTS				
Contact	Role	Copies	Contact Information	Notes
Rob Wrigley, District Manager London District Office Southwest Region Ministry of the Environment, Conservation and Parks 733 Exeter Road, 1 st Floor London ON N6E 1L3	MECP District Contact	1	Tel: 519-280-3077 rob.wrigley@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Sean Morrison, District Manager Sarnia District Office Ministry of the Environment, Conservation and Parks 1094 London Road, 1st Floor Sarnia ON N7S 1P1	MECP District Contact	1	Tel: 519-381-5536 sean.morrison@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Marcelina Wilson, Area Supervisor(A) Windsor Area Office Ministry of the Environment, Conservation and Parks 4510 Rhodes Drive, Unit 620 Windsor ON N8W 5K5	MECP Area Contact	1	Tel: 519-562-4338 marcelina.wilson@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
John Ritchie, District Manager(A) Owen Sound District Office Ministry of the Environment, Conservation and Parks 101 17 th Street E., 3 rd Floor Owen Sound ON N4K 0A5	MECP District Contact	1	Tel: 519-377-1058 Fax: 519-371-2905 john.s.ritchie@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>

WEST CENTRAL REGION DISTRICTS				
Contact	Role	Copies	Contact Information	Notes
Stephen Burt, District Manager(A) Hamilton District Office Ministry of the Environment, Conservation and Parks 119 King Street West, 9 th Floor Hamilton ON L8P 4Y7	MECP District Contact	1	Tel: 905-541-4533 Fax: 905-521-7806 905-521-7820 stephen.burt@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Kim Groombridge, District Manager Niagara District Office Ministry of the Environment, Conservation and Parks 301 St. Paul Street, 3 rd Floor St. Catharines ON L2R 7R4	MECP District Contact	1	Tel: 905-323-5353 Fax: 905-704-4015 kim.groombridge@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>
Amy Shaw, District Manager Guelph District Office Ministry of the Environment, Conservation and Parks 1 Stone Road West, 4 th Floor Guelph ON N1G 4Y2	MECP District Contact	1	Tel: 519-820-2459 Fax: 519-826-4286 amy.shaw@ontario.ca	<i>All individual EAs, ToRs, Declarations & Designations that affect this district and require local issues input.</i>

EA AND PLANNING COORDINATORS – ENVIRONMENTAL ASSESSMENT BRANCH				
Ministry comments on all projects planned under Class EAs will be fully coordinated by the Environmental Assessment and Project Co-Coordination .				
Contact	Role	Copies	Contact Information	
Katy Potter, Supervisor(A) Project Review Unit Environmental Assessment Branch Ministry of the Environment, Conservation and Parks 135 St. Clair Ave. W., 1 st Flr Toronto ON M4V 1P5	Supervisor(A)		Tel: 289-241-7179 katy.potter@ontario.ca	
Central Region Ministry of the Environment, Conservation and Parks 5775 Yonge Street, 8 th Floor North York ON M2M 4J1	MECP Regional Contact		EA & P Coordinators: Fax: 416-325-6347 Chunmei Liu, Tel: 437-249-3102, chunmei.liu@ontario.ca (Barrie, Orillia, Simcoe County, Toronto) Trevor Bell, Tel: 437-770-3731, trevor.bell@ontario.ca (Halton, Peel, Muskoka) Emilee O'Leary, Tel: 416-737-2516, emilee.oleary@ontario.ca (York, Durham)	

Eastern Region Ministry of the Environment, Conservation and Parks 1259 Gardiners Rd. PO Box 22032 Kingston ON K7M 8S5	MECP Regional Contact	EA & P Coordinator: Fax: 613-548-6908 Jon Orpana, Tel: 613-548-6918, jon.orpana@ontario.ca
Northern Region (Thunder Bay) Ministry of the Environment, Conservation and Parks 435 James St. S., 3 rd Floor, Suite 331 Thunder Bay ON P7E 6S7 Northern Region (Sudbury) Ministry of the Environment, Conservation and Parks 199 Larch St., Suite 1201 Sudbury ON P3E 5P9	MECP Regional Contact	EA & P Coordinators: Northern Regional Office (Thunder Bay) Fax: 807-475-1754 Northern Regional Office (Sudbury) Fax: 705-564-4180 Shelley Wainio, Tel: 705-507-5136, shelley.wainio2@ontario.ca (Sault Ste. Marie, Sudbury, and Timmins Districts) Mira Majerovich, Tel: 807-707-5052, mira.majerovich@ontario.ca (Kenora Area, Thunder Bay District, North Bay Area)
Southwest Region Ministry of the Environment, Conservation and Parks 733 Exeter Road London ON N6E 1L3	MECP Regional Contact	EA & P Coordinators: Fax: 519-873-5020 Mark Badali, Tel: 416-457-2155, mark.badali1@ontario.ca
West Central Region Ministry of the Environment, Conservation and Parks 119 King Street West, 12 th Floor Hamilton ON L8P 4Y7	MECP Regional Contact	EA & P Coordinator: Fax: 905-521-7820 Joan Del Villar Cuicas, Tel: 365-889-1180, joan.delvillarcuicas@ontario.ca

**Ministry of the Environment,
Conservation and Parks**

**Ministère de l'Environnement,
de la Protection de la nature
et des Parcs**

Environmental Assessment
Branch

Direction des évaluations
environnementales

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Tel.: 416 314-8001
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Rez-de-chaussée
135, avenue St. Clair Ouest
Toronto ON M4V 1P5
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Téléc. : 416 314-8452

December 22, 2021

Dave Markell
Ontario Clean Water Agency
DMarkell@ocwa.com

BY EMAIL ONLY

**Re: Village of Winchester Main Street West Sewage Pump Station Upgrades
Township of North Dundas
Municipal Class EA, Schedule B
Response to Notice of Commencement**

Dear Dave Markell,

This letter is in response to the Notice of Commencement for the above noted project issued by email on December 6th, 2021. The Ministry of the Environment, Conservation and Parks (MECP) acknowledges that the Proponent has indicated that the study is following the approved environmental planning process for a Schedule B project under the Municipal Class Environmental Assessment (Class EA).

The **updated (February 2021)** attached "Areas of Interest" document provides guidance regarding the ministry's interests with respect to the Class EA process. Please address all areas of interest in the EA documentation at an appropriate level for the EA study. Proponents who address all the applicable areas of interest can minimize potential delays to the project schedule. **Further information is provided at the end of the Areas of Interest document relating to recent changes to the Environmental Assessment Act through Bill 197, Covid-19 Economic Recovery Act 2020.**

The Crown has a legal duty to consult Aboriginal communities when it has knowledge, real or constructive, of the existence or potential existence of an Aboriginal or treaty right and contemplates conduct that may adversely impact that right. Before authorizing this project, the Crown must ensure that its duty to consult has been fulfilled, where such a duty is triggered. Although the duty to consult with Aboriginal peoples is a duty of the Crown, the Crown may delegate procedural aspects of this duty to project proponents while retaining oversight of the consultation process.

The proposed project may have the potential to affect Aboriginal or treaty rights protected under Section 35 of Canada's *Constitution Act* 1982. Where the Crown's duty to consult is triggered in relation to the proposed project, **the MECP is delegating the procedural aspects of rights-based consultation to the proponent through this letter.** The Crown intends to rely on the delegated consultation process in discharging its duty to consult and maintains the right to participate in the consultation process as it sees fit.

Based on information provided to date and the Crown's preliminary assessment the proponent is required to consult with the following communities who have been identified as potentially affected by the proposed project:

- **Algonquins of Ontario (AOO)**
- **Mohawk Council of Akwesasne**

Steps that the proponent may need to take in relation to Aboriginal consultation for the proposed project are outlined in the "[Code of Practice for Consultation in Ontario's Environmental Assessment Process](#)". Additional information related to Ontario's Environmental Assessment Act is available online at: www.ontario.ca/environmentalassessments.

Please also refer to the attached document "A Proponent's Introduction to the Delegation of Procedural Aspects of consultation with Aboriginal Communities" for further information, including the MECP's expectations for EA report documentation related to consultation with communities.

The proponent must contact the Director of Environmental Assessment Branch (EABDirector@ontario.ca) under the following circumstances subsequent to initial discussions with the communities identified by the MECP:

- Aboriginal or treaty rights impacts are identified to you by the communities;
- You have reason to believe that your proposed project may adversely affect an Aboriginal or treaty right;
- Consultation with Indigenous communities or other stakeholders has reached an impasse; or
- A Section 16 Order request is expected on the basis of impacts to Aboriginal or treaty rights

The MECP will then assess the extent of any Crown duty to consult for the circumstances and will consider whether additional steps should be taken, including what role you will be asked to play should additional steps and activities be required.

A draft copy of the report should be sent directly to me prior to the filing of the final report, allowing a minimum of 30 days for the ministry's technical reviewers to provide comments.

Please also ensure a copy of the final notice is sent to the ministry's Eastern Region EA notification email account (eanotification.eregion@ontario.ca) after the draft report is reviewed and finalized.

Should you or any members of your project team have any questions regarding the material above, please contact me at jon.orpana@ontario.ca.

Sincerely,



Jon Orpana
Regional Environmental Planner – Eastern Region
Email – jon.orpana@ontario.ca

Cc:

Michael Seguin, Supervisor Cornwall Area Office, MECP
Email - Michael.segin@ontario.ca

Charlie Primeau, Water Compliance Supervisor, Ottawa District Office, MECP
Email – Charlie.Primeau@ontario.ca

Iris Yan, EIT, M.ENG.
Environmental Engineering Intern
J.L. Richards and Associates Limited
Email - ilyan@jlrichards.ca

Encl. Areas of Interest

AREAS OF INTEREST (v. February 2021)

It is suggested that you check off each section after you have considered / addressed it.

☒ Planning and Policy

- Projects located in MECP Eastern Region may also be subject to the [Oak Ridges Moraine Conservation Plan](#) (2017), [Greenbelt Plan](#) (2017) or [Lake Simcoe Protection Plan](#) (2014). Applicable plans and the applicable policies should be identified in the report, and the proponent should describe how the proposed project adheres to the relevant policies in these plans.
- The [Provincial Policy Statement](#) (2020) contains policies that protect Ontario's natural heritage and water resources. Applicable policies should be referenced in the report, and the proponent should describe how the proposed project is consistent with these policies.
- In addition to the provincial planning and policy level, the report should also discuss the planning context at the municipal and federal levels, as appropriate.

☒ Source Water Protection

The *Clean Water Act*, 2006 (CWA) aims to protect existing and future sources of drinking water. To achieve this, several types of vulnerable areas have been delineated around surface water intakes and wellheads for every municipal residential drinking water system that is located in a source protection area. These vulnerable areas are known as a Wellhead Protection Areas (WHPAs) and surface water Intake Protection Zones (IPZs). Other vulnerable areas that have been delineated under the CWA include Highly Vulnerable Aquifers (HVAs), Significant Groundwater Recharge Areas (SGRAs), Event-based modelling areas (EBAs), and Issues Contributing Areas (ICAs). Source protection plans have been developed that include policies to address existing and future risks to sources of municipal drinking water within these vulnerable areas.

Projects that are subject to the Environmental Assessment Act that fall under a Class EA, or one of the Regulations, have the potential to impact sources of drinking water if they occur in designated vulnerable areas or in the vicinity of other at-risk drinking water systems (i.e. systems that are not municipal residential systems). MEA Class EA projects may include activities that, if located in a vulnerable area, could be a threat to sources of drinking water (i.e. have the potential to adversely affect the quality or quantity of drinking water sources) and the activity could therefore be subject to policies in a source protection plan. Where an activity poses a risk to drinking water, policies in the local source protection plan may impact how or where that activity is undertaken. Policies may prohibit certain activities, or they may require risk management measures for these activities. Municipal Official Plans, planning decisions, Class EA projects (where the project includes an activity that is a threat to drinking water) and

prescribed instruments must conform with policies that address significant risks to drinking water and must have regard for policies that address moderate or low risks.

- In October 2015, the MEA Parent Class EA document was amended to include reference to the Clean Water Act (Section A.2.10.6) and indicates that proponents undertaking a Municipal Class EA project must identify early in their process whether a project is or could potentially be occurring with a vulnerable area. **Given this requirement, please include a section in the report on source water protection.**
 - The proponent should identify the source protection area and should clearly document how the proximity of the project to sources of drinking water (municipal or other) and any delineated vulnerable areas was considered and assessed. Specifically, the report should discuss whether or not the project is located in a vulnerable area and provide applicable details about the area.
 - If located in a vulnerable area, proponents should document whether any project activities are prescribed drinking water threats and thus pose a risk to drinking water (this should be consulted on with the appropriate Source Protection Authority). Where an activity poses a risk to drinking water, the proponent must document and discuss in the report how the project adheres to or has regard to applicable policies in the local source protection plan. This section should then be used to inform and be reflected in other sections of the report, such as the identification of net positive/negative effects of alternatives, mitigation measures, evaluation of alternatives etc.
- While most source protection plans focused on including policies for significant drinking water threats in the WHPAs and IPZs it should be noted that even though source protection plan policies may not apply in HVAs, these are areas where aquifers are sensitive and at risk to impacts and within these areas, activities may impact the quality of sources of drinking water for systems other than municipal residential systems.
- In order to determine if this project is occurring within a vulnerable area, proponents can use this mapping tool: <http://www.applications.ene.gov.on.ca/swp/en/index.php>. Note that various layers (including WHPAs, WHPA-Q1 and WHPA-Q2, IPZs, HVAs, SGRAs, EBAs, ICAs) can be turned on through the “Map Legend” bar on the left. The mapping tool will also provide a link to the appropriate source protection plan in order to identify what policies may be applicable in the vulnerable area.
- For further information on the maps or source protection plan policies which may relate to their project, proponents must contact the appropriate source protection authority. **Please consult with the local source protection authority to discuss potential impacts on drinking water. Please document the results of that consultation within the report and include all communication documents/correspondence.**

More Information

For more information on the *Clean Water Act*, source protection areas and plans, including specific information on the vulnerable areas and drinking water threats, please refer to [Conservation Ontario's website](#) where you will also find links to the local source protection plan/assessment report.

A list of the prescribed drinking water threats can be found in [section 1.1 of Ontario Regulation 287/07](#) made under the *Clean Water Act*. In addition to prescribed drinking water threats, some source protection plans may include policies to address additional "local" threat activities, as approved by the MECP.

✗ Climate Change

The document "[Considering Climate Change in the Environmental Assessment Process](#)" (Guide) is now a part of the Environmental Assessment program's Guides and Codes of Practice. The Guide sets out the MECP's expectation for considering climate change in the preparation, execution and documentation of environmental assessment studies and processes. The guide provides examples, approaches, resources, and references to assist proponents with consideration of climate change in EA. Proponents should review this Guide in detail.

- **The MECP expects proponents of Class EA projects to:**

1. Consider during the assessment of alternative solutions and alternative designs, the following:
 - a. the project's expected production of greenhouse gas emissions and impacts on carbon sinks (climate change mitigation); and
 - b. resilience or vulnerability of the undertaking to changing climatic conditions (climate change adaptation).
2. Include a discrete section in the report detailing how climate change was considered in the EA.

How climate change is considered can be qualitative or quantitative in nature and should be scaled to the project's level of environmental effect. In all instances, both a project's impacts on climate change (mitigation) and impacts of climate change on a project (adaptation) should be considered.

- The MECP has also prepared another guide to support provincial land use planning direction related to the completion of energy and emission plans. The "[Community Emissions Reduction Planning: A Guide for Municipalities](#)" document is designed to educate stakeholders on the municipal opportunities to reduce energy and greenhouse gas emissions, and to provide guidance on methods and techniques to incorporate consideration of energy and greenhouse gas emissions into municipal activities of all types. We encourage you to review the Guide for information.

✗ Air Quality, Dust and Noise

- If there are sensitive receptors in the surrounding area of this project, a quantitative air quality/odour impact assessment will be useful to evaluate alternatives, determine impacts and identify appropriate mitigation measures. The scope of the assessment can be determined based on the potential effects of the proposed alternatives, and typically includes source and receptor characterization and a quantification of local air quality impacts on the sensitive receptors and the environment in the study area. The assessment will compare to all applicable standards or guidelines for all contaminants of concern.
Please contact this office for further consultation on the level of Air Quality Impact Assessment required for this project if not already advised.
- If a quantitative Air Quality Impact Assessment is not required for the project, the MECP expects that the report contain a qualitative assessment which includes:
 - A discussion of local air quality including existing activities/sources that significantly impact local air quality and how the project may impact existing conditions;
 - A discussion of the nearby sensitive receptors and the project's potential air quality impacts on present and future sensitive receptors;
 - A discussion of local air quality impacts that could arise from this project during both construction and operation; and
 - A discussion of potential mitigation measures.
- As a common practice, "air quality" should be used an evaluation criterion for all road projects.
- Dust and noise control measures should be addressed and included in the construction plans to ensure that nearby residential and other sensitive land uses within the study area are not adversely affected during construction activities.
- The MECP recommends that non-chloride dust-suppressants be applied. For a comprehensive list of fugitive dust prevention and control measures that could be applied, refer to [*Cheminfo Services Inc. Best Practices for the Reduction of Air Emissions from Construction and Demolition Activities*](#) report prepared for Environment Canada. March 2005.
- The report should consider the potential impacts of increased noise levels during the operation of the completed project. The proponent should explore all potential measures to mitigate significant noise impacts during the assessment of alternatives.

✗ Ecosystem Protection and Restoration

- Any impacts to ecosystem form and function must be avoided where possible. The report should describe any proposed mitigation measures and how project planning will protect and enhance the local ecosystem.
- Natural heritage and hydrologic features should be identified and described in detail to assess potential impacts and to develop appropriate mitigation measures. The following sensitive environmental features may be located within or adjacent to the study area:
 - Key Natural Heritage Features: Habitat of endangered species and threatened species, fish habitat, wetlands, areas of natural and scientific interest (ANSIs), significant valleylands, significant woodlands; significant wildlife habitat (including habitat of special concern species); sand barrens, savannahs, and tallgrass prairies; and alvars.
 - Key Hydrologic Features: Permanent streams, intermittent streams, inland lakes and their littoral zones, seepage areas and springs, and wetlands.
 - Other natural heritage features and areas such as: vegetation communities, rare species of flora or fauna, Environmentally Sensitive Areas, Environmentally Sensitive Policy Areas, federal and provincial parks and conservation reserves, Greenland systems etc.

We recommend consulting with the Ministry of Natural Resources and Forestry (MNRF), Fisheries and Oceans Canada (DFO) and your local conservation authority to determine if special measures or additional studies will be necessary to preserve and protect these sensitive features. In addition, you may consider the provisions of the Rouge Park Management Plan if applicable.

✗ Species at Risk

- The Ministry of the Environment, Conservation and Parks has now assumed responsibility of Ontario's Species at Risk program. Information, standards, guidelines, reference materials and technical resources to assist you are found at <https://www.ontario.ca/page/species-risk>.
- The Client's Guide to Preliminary Screening for Species at Risk (Draft May 2019) has been attached to the covering email for your reference and use. Please review this document for next steps.
- For any questions related to subsequent permit requirements, please contact SAROntario@ontario.ca.

✗ Surface Water

- The report must include enough information to demonstrate that there will be no negative impacts on the natural features or ecological functions of any watercourses within the study area. Measures should be included in the planning and design process to ensure that any impacts to watercourses from construction or operational activities (e.g. spills, erosion, pollution) are mitigated as part of the proposed undertaking.
- Additional stormwater runoff from new pavement can impact receiving watercourses and flood conditions. Quality and quantity control measures to treat stormwater runoff should be considered for all new impervious areas and, where possible, existing surfaces. The ministry's [Stormwater Management Planning and Design Manual \(2003\)](#) should be referenced in the report and utilized when designing stormwater control methods. **A Stormwater Management Plan should be prepared as part of the Class EA process** that includes:
 - Strategies to address potential water quantity and erosion impacts related to stormwater draining into streams or other sensitive environmental features, and to ensure that adequate (enhanced) water quality is maintained
 - Watershed information, drainage conditions, and other relevant background information
 - Future drainage conditions, stormwater management options, information on erosion and sediment control during construction, and other details of the proposed works
 - Information on maintenance and monitoring commitments.
- Ontario Regulation 60/08 under the *Ontario Water Resources Act* (OWRA) applies to the Lake Simcoe Basin, which encompasses Lake Simcoe and the lands from which surface water drains into Lake Simcoe. If the proposed sewage treatment plant is listed in Table 1 of the regulation, the report should describe how the proposed project and its mitigation measures are consistent with the requirements of this regulation and the OWRA.
- Any potential approval requirements for surface water taking or discharge should be identified in the report. A Permit to Take Water (PTTW) under the OWRA will be required for any water takings that exceed 50,000 L/day, except for certain water taking activities that have been prescribed by the Water Taking EASR Regulation – *O. Reg. 63/16*. These prescribed water-taking activities require registration in the EASR instead of a PTTW. Please review the [Water Taking User Guide for EASR](#) for more information. Additionally, an Environmental Compliance Approval under the OWRA is required for municipal stormwater management works.

✗ Groundwater

- The status of, and potential impacts to any well water supplies should be addressed. If the project involves groundwater takings or changes to drainage patterns, the quantity and quality of groundwater may be affected due to drawdown effects or the redirection of existing contamination flows. In addition, project activities may infringe on existing wells such that they must be reconstructed or sealed and abandoned. Appropriate information to define existing groundwater conditions should be included in the report.
- If the potential construction or decommissioning of water wells is identified as an issue, the report should refer to Ontario Regulation 903, Wells, under the OWRA.
- Potential impacts to groundwater-dependent natural features should be addressed. Any changes to groundwater flow or quality from groundwater taking may interfere with the ecological processes of streams, wetlands or other surficial features. In addition, discharging contaminated or high volumes of groundwater to these features may have direct impacts on their function. Any potential effects should be identified, and appropriate mitigation measures should be recommended. The level of detail required will be dependent on the significance of the potential impacts.
- Any potential approval requirements for groundwater taking or discharge should be identified in the report. A Permit to Take Water (PTTW) under the OWRA will be required for any water takings that exceed 50,000 L/day, with the exception of certain water taking activities that have been prescribed by the Water Taking EASR Regulation – *O. Reg. 63/16*. These prescribed water-taking activities require registration in the EASR instead of a PTTW. Please review the [Water Taking User Guide for EASR](#) for more information.
- Consultation with the railroad authorities is necessary wherever there is a plan to use construction dewatering in the vicinity of railroad lines or where the zone of influence of the construction dewatering potentially intercepts railroad lines.

✗ Excess Materials Management

- In December 2019, MECP released a new regulation under the Environmental Protection Act, titled “On-Site and Excess Soil Management” (O. Reg. 406/19) to support improved management of excess construction soil. This regulation is a key step to support proper management of excess soils, ensuring valuable resources don’t go to waste and to provide clear rules on managing and reusing excess soil. New risk-based standards referenced by this regulation help to facilitate local beneficial reuse which in turn will reduce greenhouse gas emissions from soil transportation, while ensuring strong protection of human health and the environment. The new regulation is being phased in over time, with the first phase

in effect on January 1, 2021. For more information, please visit <https://www.ontario.ca/page/handling-excess-soil>.

- The report should reference that activities involving the management of excess soil should be completed in accordance with O. Reg. 406/19 and the MECP's current guidance document titled "[Management of Excess Soil – A Guide for Best Management Practices](#)" (2014).
- All waste generated during construction must be disposed of in accordance with ministry requirements

✗ **Contaminated Sites**

- Any current or historical waste disposal sites should be identified in the report. The status of these sites should be determined to confirm whether approval pursuant to Section 46 of the EPA may be required for land uses on former disposal sites. We recommend referring to the [MECP's D-4 guideline](#) for land use considerations near landfills and dumps.
 - Resources available may include regional/local municipal official plans and data; provincial data on [large landfill sites](#) and [small landfill sites](#); Environmental Compliance Approval information for waste disposal sites on [Access Environment](#).
- Other known contaminated sites (local, provincial, federal) in the study area should also be identified in the report (Note – information on federal contaminated sites is found on the Government of Canada's [website](#)).
- The location of any underground storage tanks should be investigated in the report. Measures should be identified to ensure the integrity of these tanks and to ensure an appropriate response in the event of a spill. The ministry's Spills Action Centre must be contacted in such an event.
- Since the removal or movement of soils may be required, appropriate tests to determine contaminant levels from previous land uses or dumping should be undertaken. If the soils are contaminated, you must determine how and where they are to be disposed of, consistent with *Part XV.1 of the Environmental Protection Act* (EPA) and Ontario Regulation 153/04, Records of Site Condition, which details the new requirements related to site assessment and clean up. Please contact the appropriate MECP District Office for further consultation if contaminated sites are present.

✗ Servicing, Utilities and Facilities

- The report should identify any above or underground utilities in the study area such as transmission lines, telephone/internet, oil/gas etc. The owners should be consulted to discuss impacts to this infrastructure, including potential spills.
- The report should identify any servicing infrastructure in the study area such as wastewater, water, stormwater that may potentially be impacted by the project.
- Any facility that releases emissions to the atmosphere, discharges contaminants to ground or surface water, provides potable water supplies, or stores, transports or disposes of waste must have an Environmental Compliance Approval (ECA) before it can operate lawfully. Please consult with MECP's Environmental Permissions Branch to determine whether a new or amended ECA will be required for any proposed infrastructure.
- We recommend referring to the ministry's [environmental land use planning guides](#) to ensure that any potential land use conflicts are considered when planning for any infrastructure or facilities related to wastewater, pipelines, landfills or industrial uses.

✗ Mitigation and Monitoring

- Contractors must be made aware of all environmental considerations so that all environmental standards and commitments for both construction and operation are met. Mitigation measures should be clearly referenced in the report and regularly monitored during the construction stage of the project. In addition, we encourage proponents to conduct post-construction monitoring to ensure all mitigation measures have been effective and are functioning properly.
- Design and construction reports and plans should be based on a best management approach that centres on the prevention of impacts, protection of the existing environment, and opportunities for rehabilitation and enhancement of any impacted areas.
- The proponent's construction and post-construction monitoring plans must be documented in the report, as outlined in Section A.2.5 and A.4.1 of the MEA Class EA parent document.

✗ Consultation

- The report must demonstrate how the consultation provisions of the Class EA have been fulfilled, including documentation of all stakeholder consultation efforts undertaken during the planning process. This includes a discussion in the report that identifies concerns that were raised and **describes how they have been addressed by the proponent** throughout

the planning process. The report should also include copies of comments submitted on the project by interested stakeholders, and the proponent's responses to these comments (as directed by the Class EA to include full documentation).

- Please include the full stakeholder distribution/consultation list in the documentation.

Class EA Process

- If this project is a Master Plan: there are several different approaches that can be used to conduct a Master Plan, examples of which are outlined in Appendix 4 of the Class EA. **The Master Plan should clearly indicate the selected approach for conducting the plan**, by identifying whether the levels of assessment, consultation and documentation are sufficient to fulfill the requirements for Schedule B or C projects. Please note that any Schedule B or C projects identified in the plan would be subject to Part II Order Requests under the Environmental Assessment Act, although the plan itself would not be. **Please include a description of the approach being undertaken (use Appendix 4 as a reference).**
- If this project is a Master Plan: Any identified projects should also include information on the MCEA schedule associated with the project.
- The report should provide clear and complete documentation of the planning process in order to allow for transparency in decision-making.
- The Class EA requires the consideration of the effects of each alternative on all aspects of the environment (including planning, natural, social, cultural, economic, technical). The report should include a level of detail (e.g. hydrogeological investigations, terrestrial and aquatic assessments, cultural heritage assessments) such that all potential impacts can be identified, and appropriate mitigation measures can be developed. Any supporting studies conducted during the Class EA process should be referenced and included as part of the report.
- Please include in the report a list of all subsequent permits or approvals that may be required for the implementation of the preferred alternative, including but not limited to, MECP's PTTW, EASR Registrations and ECAs, conservation authority permits, species at risk permits, MTO permits and approvals under the *Impact Assessment Act*, 2019.
- Ministry guidelines and other information related to the issues above are available at <http://www.ontario.ca/environment-and-energy/environment-and-energy>. We encourage you to review all the available guides and to reference any relevant information in the report.

Amendments to the EAA through the Covid-19 Economic Recovery Act, 2020

Once the EA Report is finalized, the proponent must issue a Notice of Completion providing a minimum 30-day period during which documentation may be reviewed and comment and input can be submitted to the proponent. The Notice of Completion must be sent to the appropriate MECP Regional Office email address (for projects in MECP Eastern Region, the email is eanotification.eregion@ontario.ca).

The public has the ability to request a higher level of assessment on a project if they are concerned about potential adverse impacts to constitutionally protected Aboriginal and treaty rights. In addition, the Minister may issue an order on his or her own initiative within a specified time period. The Director (of the Environmental Assessment Branch) will issue a Notice of Proposed Order to the proponent if the Minister is considering an order for the project within 30 days after the conclusion of the comment period on the Notice of Completion. At this time, the Director may request additional information from the proponent. Once the requested information has been received, the Minister will have 30 days within which to make a decision or impose conditions on your project.

Therefore, the proponent cannot proceed with the project until at least 30 days after the end of the comment period provided for in the Notice of Completion. Further, the proponent may not proceed after this time if:

- a Section 16 Order request has been submitted to the ministry regarding potential adverse impacts to constitutionally protected Aboriginal and treaty rights, or
- the Director has issued a Notice of Proposed order regarding the project.

Please ensure that the Notice of Completion advises that outstanding concerns are to be directed to the proponent for a response, and that in the event there are outstanding concerns regarding potential adverse impacts to constitutionally protected Aboriginal and treaty rights, Section 16 Order requests on those matters should be addressed in writing to:

Minister Jeff Yurek
Ministry of Environment, Conservation and Parks
777 Bay Street, 5th Floor
Toronto ON M7A 2J3
minister.mecp@ontario.ca

and

Director, Environmental Assessment Branch
Ministry of Environment, Conservation and Parks
135 St. Clair Ave. W, 1st Floor
Toronto ON, M4V 1P5
EABDirector@ontario.ca

Owen Perrett

From: Susan Jingmiao Shi
Sent: Friday, March 11, 2022 10:18 AM
To: Owen Perrett
Subject: FW: Archaeological Information on 5206 Main Street West, Winchester, Ontario

For file.

From: von Bitter, Robert (MHSTCI) <Robert.vonBitter@ontario.ca>
Sent: Thursday, February 24, 2022 3:38 PM
To: Susan Jingmiao Shi <sshi@jlrichards.ca>
Subject: RE: Archaeological Information on 5206 Main Street West, Winchester, Ontario

Susan,

Yes, the letter is still valid.

Rob

From: Susan Jingmiao Shi <sshi@jlrichards.ca>
Sent: February-24-22 3:35 PM
To: von Bitter, Robert (MHSTCI) <Robert.vonBitter@ontario.ca>
Subject: RE: Archaeological Information on 5206 Main Street West, Winchester, Ontario

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hello Robert,

It appears that the civic address I provided earlier is not the correct address. However the mapping showed the right location of the pumping station.

Can you confirm whether the information you provided below is still applicable to the pumping station site located at the following address?

12048 Main St W
Winchester, ON K0C 2K0

Thanks!
Susan

Susan Jingmiao Shi, P.Eng., M.Eng.
Associate
Senior Environmental Engineer

J.L. Richards & Associates Limited
203 - 863 Princess Street, Kingston, ON K7L 5N4
Direct: 343-302-5406



**J.L. Richards
& Associates Limited**
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member

*J.L. Richards & Associates Limited is proactively doing our part to protect the wellbeing of our staff and communities while improving our communication technology. **We are pleased to announce that we have implemented direct phone lines for all of our staff, allowing you to connect with us regardless of whether we are working remotely or in the office.** We are dedicated to delivering quality services to you through value and commitment, as always. Please reach out to us if you have any questions about your project.*

From: von Bitter, Robert (MHSTCI) <Robert.vonBitter@ontario.ca>
Sent: Wednesday, February 23, 2022 3:34 PM
To: Susan Jingmiao Shi <sshi@jlrichards.ca>
Subject: RE: Archaeological Information on 5206 Main Street West, Winchester, Ontario

Susan,

No reported archaeological sites are currently mapping on or in the immediate vicinity of 5206 Main Street West, Winchester, Ontario.

The fact there are no sites reported by licensed archaeologists on these lands at this time in no way precludes the presence of archaeological resources there. Archaeological sites are only reported to this office as they are discovered by licensed archaeologists in the course of their activities in the field. The paucity of archaeological sites at these locations could reflect the fact that a licensed archaeologist has never surveyed any of the lands in question.

While the MHSTCI attempts to maintain a current and reliable database covering all archaeological sites reported by licensed archaeologists in Ontario, we waive responsibility for the quality, accuracy and completeness of this information and any damages, which may be incurred through its use.

Regards,

Robert von Bitter

Robert von Bitter
Archaeological Data Co-Ordinator
Archaeology Program Unit
Heritage, Tourism and Culture Division
Ministry of Heritage, Sport, Tourism and Culture Industries
437-339-9176
Robert.vonBitter@ontario.ca

From: Susan Jingmiao Shi <sshi@jlrichards.ca>
Sent: February-23-22 1:35 PM
To: von Bitter, Robert (MHSTCI) <Robert.vonBitter@ontario.ca>
Subject: RE: Archaeological Information on 5206 Main Street West, Winchester, Ontario

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hi Robert,

Please see the attached.

Susan

Susan Jingmiao Shi, P.Eng., M.Eng.
Associate
Senior Environmental Engineer

J.L. Richards & Associates Limited
203 - 863 Princess Street, Kingston, ON K7L 5N4
Direct: 343-302-5406



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From: von Bitter, Robert (MHSTCI) <Robert.vonBitter@ontario.ca>
Sent: Wednesday, February 23, 2022 1:14 PM
To: Susan Jingmiao Shi <sshi@jlrichards.ca>
Subject: RE: Archaeological Information on 5206 Main Street West, Winchester, Ontario

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Susan,

Can you provide a map that shows the location and extent of the subject property please?

Thanks,

Rob

From: Susan Jingmiao Shi <sshi@jlrichards.ca>
Sent: February-23-22 10:12 AM
To: Archaeology (MHSTCI) <archaeology@ontario.ca>
Subject: Archaeological Information on 5206 Main Street West, Winchester, Ontario

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Hello,

J.L. Richards & Associates Limited is undertaking a Schedule 'B' Class EA for the Main Street West Sewage Pump Station Upgrades in Village of Winchester.

We are sending this email to request reported archaeological sites within the vicinity of the site at address 5206 Main Street West, Winchester, Ontario, K0C 2K0.

Thank you!
Susan

Susan Jingmiao Shi, P.Eng., M.Eng.
Associate
Senior Environmental Engineer

J.L. Richards & Associates Limited
203 - 863 Princess Street, Kingston, ON K7L 5N4
Direct: 343-302-5406



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January 5, 2022

EMAIL ONLY

Susan Jingmiao Shi, M.Eng., P.Eng.
Project Manager
J.L. Richards & Associates Limited
sshi@jlrichards.ca

MHSTCI File : 0015894
Proponent : Township of North Dundas
Subject : Notice of Commencement
Project : The Township of North Dundas Village of Winchester Main Street
West Sewage Pump Station Upgrades Schedule B Class EA
Location : Village of Winchester, Ontario

Dear Susan Jingmiao Shi:

Thank you for providing the Ministry of Heritage, Sport, Tourism and Culture Industries (MHSTCI) with the Notice of Commencement for the above-referenced project. MHSTCI's interest in this Environmental Assessment (EA) project relates to its mandate of conserving Ontario's cultural heritage, which includes:

- archaeological resources, including land and marine;
- built heritage resources, including bridges and monuments; and
- cultural heritage landscapes.

Under the EA process, the proponent is required to determine a project's potential impact on known (previously recognized) and potential cultural heritage resources.

Project Summary

The Township of North Dundas has initiated a Schedule B Class Environmental Assessment (Class EA) to determine the most suitable option to renew the Main Street West Sewage Pump Station in the Village of Winchester to ensure it can be relied on to accommodate current flows and the increase to flows that are anticipated from future growth within the upstream sewershed.

Identifying Cultural Heritage Resources

While some cultural heritage resources may have already been formally identified, others may be identified through screening and evaluation.

Archaeological Resources

This EA project may impact archaeological resources and should be screened using the MHSTCI [Criteria for Evaluating Archaeological Potential](#) to determine if an archaeological assessment is needed. MHSTCI archaeological sites data are available at archaeology@ontario.ca.

If the EA project area exhibits archaeological potential, then an archaeological assessment (AA) should be undertaken by an archaeologist licenced under the *Ontario Heritage Act (OHA)*, who is responsible for submitting the report directly to MHSTCI for review.

Built Heritage Resources and Cultural Heritage Landscapes

The MHSTCI [Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes](#) should be completed to help determine whether this EA project may impact built heritage resources and/or cultural heritage landscapes.

A Cultural Heritage Report: Existing Conditions and Preliminary Impact Assessment will be undertaken for the entire study area during the planning phase and will be summarized in the EA Report. This study will:

1. Describe the existing baseline cultural heritage conditions within the study area by identifying all known or potential built heritage resources and cultural heritage landscapes, including a historical summary of the study area. MHSTCI has developed screening criteria that may assist with this exercise: [Criteria for Evaluating for Potential Built Heritage Resources and Cultural Heritage Landscapes](#).
2. Identify preliminary potential project-specific impacts on the known and potential built heritage resources and cultural heritage landscapes that have been identified. The report should include a description of the anticipated impact to each known or potential built heritage resource or cultural heritage landscape that has been identified.
3. Recommend measures to avoid or mitigate potential negative impacts to known or potential built heritage resources and cultural heritage landscapes. The proposed mitigation measures are to inform the next steps of project planning and design.

Given that this project covers a large study area, MHSTCI recommends that the Cultural Heritage Report is carried out so that step 1 described above is undertaken early in the planning process. Then, steps 2 and 3 can be undertaken once the preferred alternatives have been selected.

Cultural Heritage Reports will be undertaken by a qualified person who has expertise, recent experience, and knowledge relevant to the type of cultural heritage resources being considered and the nature of the activity being proposed.

Community input should be sought to identify locally recognized and potential cultural heritage resources. Sources include, but are not limited to, municipal heritage committees, historical societies and other local heritage organizations.

Cultural heritage resources are often of critical importance to Indigenous communities. Indigenous communities may have knowledge that can contribute to the identification of cultural heritage resources, and we suggest that any engagement with Indigenous communities includes a discussion about known or potential cultural heritage resources that are of value to them.

Environmental Assessment Reporting

All technical cultural heritage studies and their recommendations are to be addressed and incorporated into EA projects. Please advise MHSTCI whether any technical cultural heritage studies will be completed for this EA project, and provide them to MHSTCI before issuing a Notice of Completion or commencing any work on the site. If screening has identified no known or potential cultural heritage resources, or no impacts to these resources, please include the completed checklists and supporting documentation in the EA report or file.

Thank you for consulting MHSTCI on this project and please continue to do so throughout the EA process. If you have any questions or require clarification, please do not hesitate to contact me.

Sincerely,

Jack Mallon
Heritage Planner
Jack.Mallon@Ontario.ca

Copied to:

Karla Barboza, Team Lead, Heritage Planning Unit, MHSTCI – Karla.Barboza@Ontario.ca

Dave Markell, Ontario Clean Water Agency - DMarkell@ocwa.com

It is the sole responsibility of proponents to ensure that any information and documentation submitted as part of their EA report or file is accurate. MHSTCI makes no representation or warranty as to the completeness, accuracy or quality of the any checklists, reports or supporting documentation submitted as part of the EA process, and in no way shall MHSTCI be liable for any harm, damages, costs, expenses, losses, claims or actions that may result if any checklists, reports or supporting documents are discovered to be inaccurate, incomplete, misleading or fraudulent.

Please notify MHSTCI if archaeological resources are impacted by EA project work. All activities impacting archaeological resources must cease immediately, and a licensed archaeologist is required to carry out an archaeological assessment in accordance with the *Ontario Heritage Act* and the *Standards and Guidelines for Consultant Archaeologists*.

If human remains are encountered, all activities must cease immediately and the local police as well as the Registrar, Burials of the Ministry of Government and Consumer Services (416-326-8800) must be contacted. In situations where human remains are associated with archaeological resources, MHSTCI should also be notified to ensure that the site is not subject to unlicensed alterations which would be a contravention of the *Ontario Heritage Act*.

Owen Perrett

From: Susan Jingmiao Shi
Sent: Thursday, April 7, 2022 11:46 AM
To: Owen Perrett
Subject: FW: MECP SARB Confirm Receipt: SAR Information Request - 5206 Main Street West, Winchester

Follow Up Flag: Follow up
Flag Status: Flagged

From: Species at Risk (MECP) <SAROntario@ontario.ca>
Sent: Wednesday, February 23, 2022 5:40 PM
To: Susan Jingmiao Shi <sshi@jlrichards.ca>
Subject: MECP SARB Confirm Receipt: SAR Information Request - 5206 Main Street West, Winchester

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Hi Susan,

Species at Risk Branch (SARB) would like to confirm that it has received your information request for 5206 Main Street West in Winchester. It has been assigned to a biologist and placed into the queue for review. Once the biologist completes their review they will contact you directly with the results of their review.

Regards,

Shamus Snell
A/ Management Biologist
Species at Risk Branch
Ministry of Environment, Conservation and Parks
Email: shamus.snell@ontario.ca

From: Susan Jingmiao Shi <sshi@jlrichards.ca>
Sent: February 23, 2022 1:41 PM
To: Species at Risk (MECP) <SAROntario@ontario.ca>
Subject: SAR information on 5206 Main Street West, Winchester, Ontario, K0C 2K0

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Hello,

J.L. Richards & Associates Limited is undertaking a Schedule 'B' Class EA for the Main Street West Sewage Pump Station Upgrades in Village of Winchester.

We are sending this email to request information related to SAR within the vicinity of the site at address 5206 Main Street West, Winchester, Ontario, K0C 2K0.

The attached are the location plan and existing site layout.

Thank you!
Susan

Susan Jingmiao Shi, P.Eng., M.Eng.
Associate
Senior Environmental Engineer

J.L. Richards & Associates Limited
203 - 863 Princess Street, Kingston, ON K7L 5N4
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