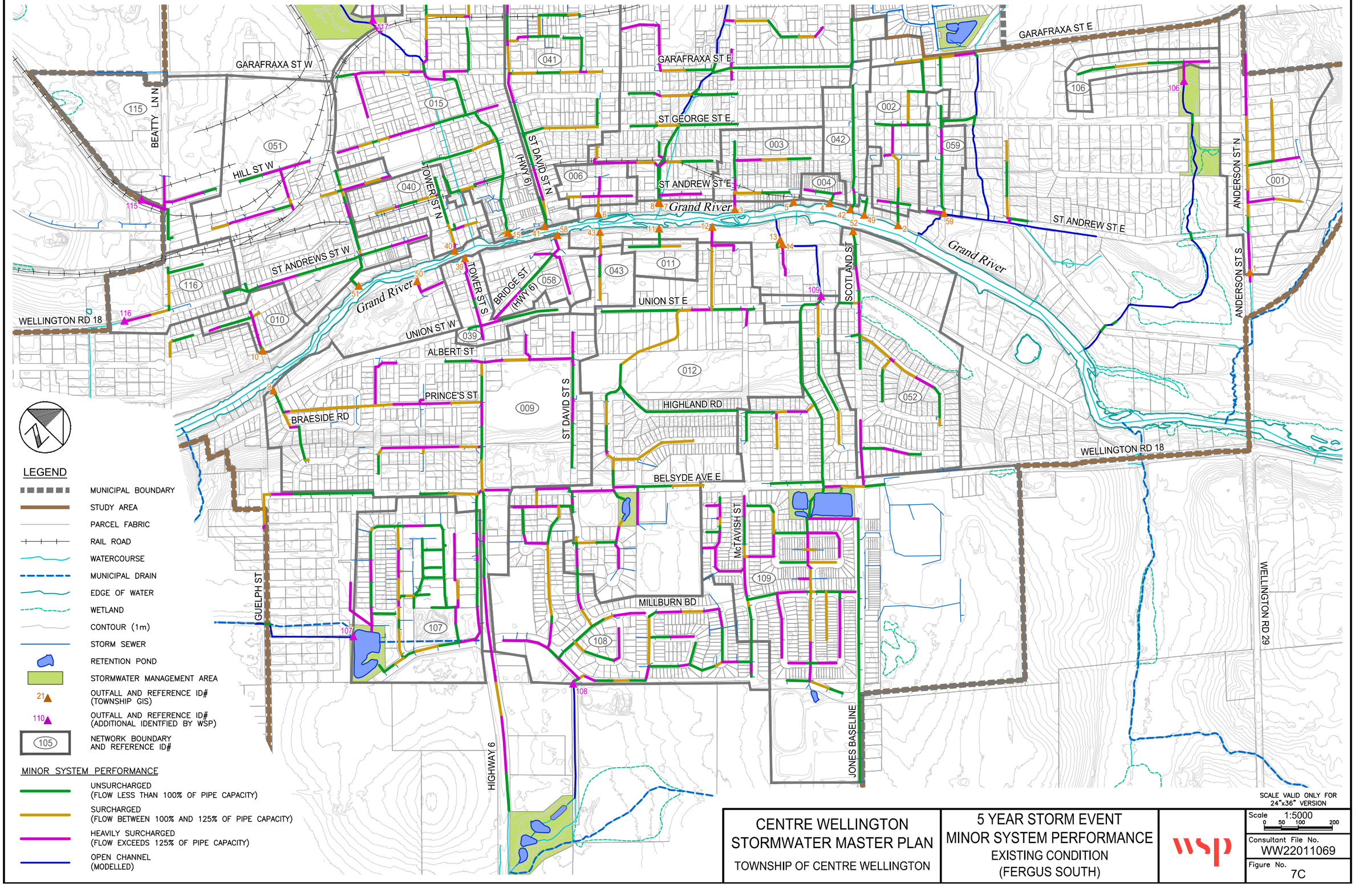


SCALE VALID ONLY FOR 24"x36" VERSION

CENTRE WELLINGTON STORMWATER MASTER PLAN

TOWNSHIP OF CENTRE WELLINGTON

5 YEAR STORM EVENT MINOR SYSTEM PERFORMANCE

EXISTING CONDITION (FERGUS SOUTH)

wsp

Scale 1:5000 (0 50 100 200)

Consultant File No. WW22011069

Figure No. 7C

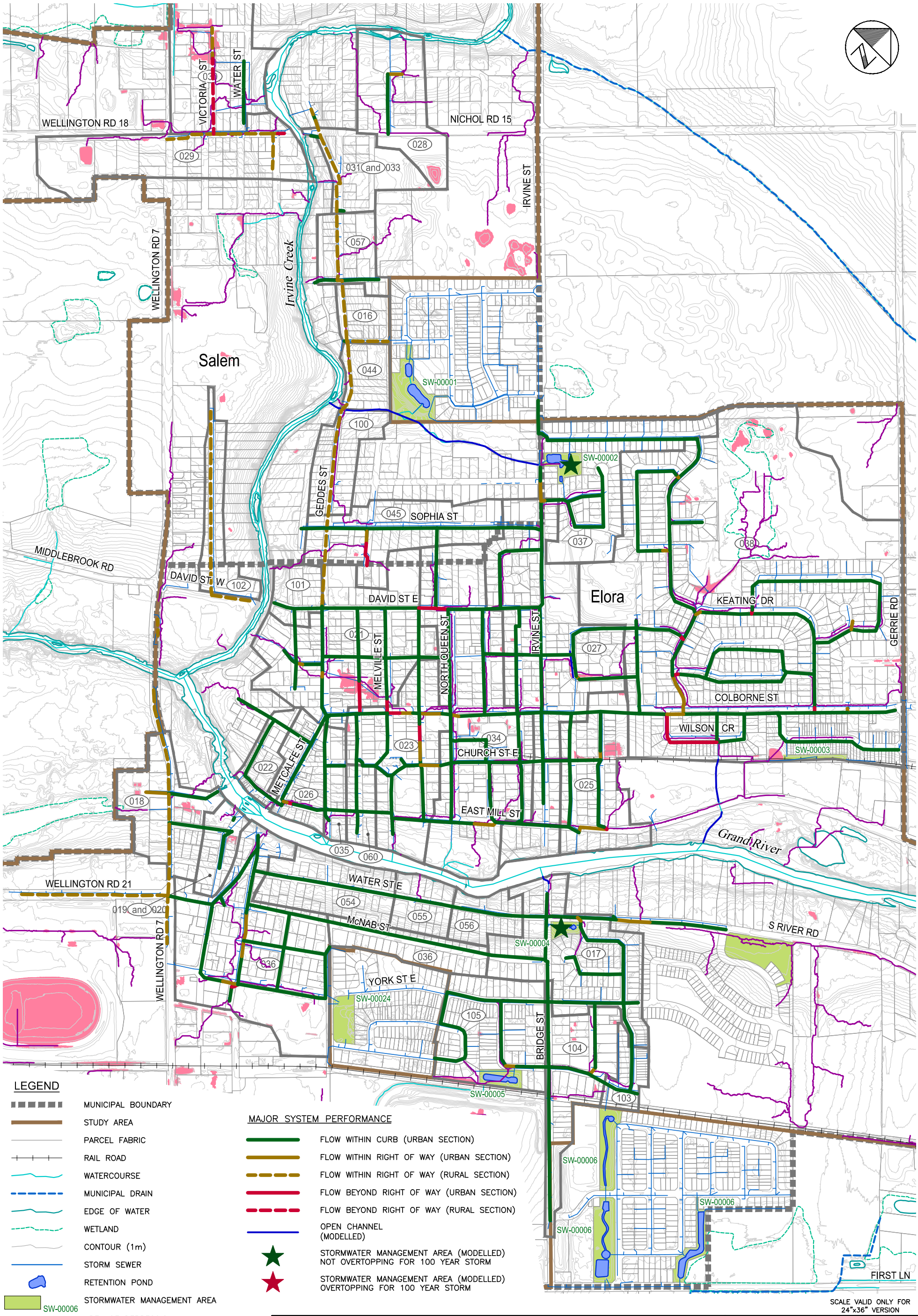
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Last Saved By: wds_richard.bartolo

Plotted: 2024-02-20

Last Saved: 2024-02-16



LEGEND

- MUNICIPAL BOUNDARY
- STUDY AREA
- PARCEL FABRIC
- RAIL ROAD
- WATERCOURSE
- MUNICIPAL DRAIN
- EDGE OF WATER
- WETLAND
- CONTOUR (1m)
- STORM SEWER
- RETENTION POND
- SW-00006 STORMWATER MANAGEMENT AREA
- AREA OF DEPRESSION (GREATER THAN 0.3m DEPTH)
- OVERLAND FLOW PATH
- 105 NETWORK BOUNDARY AND REFERENCE ID#

MAJOR SYSTEM PERFORMANCE

- FLOW WITHIN CURB (URBAN SECTION)
- FLOW WITHIN RIGHT OF WAY (URBAN SECTION)
- FLOW WITHIN RIGHT OF WAY (RURAL SECTION)
- FLOW BEYOND RIGHT OF WAY (URBAN SECTION)
- FLOW BEYOND RIGHT OF WAY (RURAL SECTION)
- OPEN CHANNEL (MODELLED)
- STORMWATER MANAGEMENT AREA (MODELLED) NOT OVERTOPPING FOR 100 YEAR STORM
- STORMWATER MANAGEMENT AREA (MODELLED) OVERTOPPING FOR 100 YEAR STORM

SCALE VALID ONLY FOR 24"x36" VERSION

CENTRE WELLINGTON STORMWATER MASTER PLAN

TOWNSHIP OF CENTRE WELLINGTON

100 YEAR STORM EVENT MAJOR SYSTEM PERFORMANCE

EXISTING CONDITION (ELORA / SALEM)

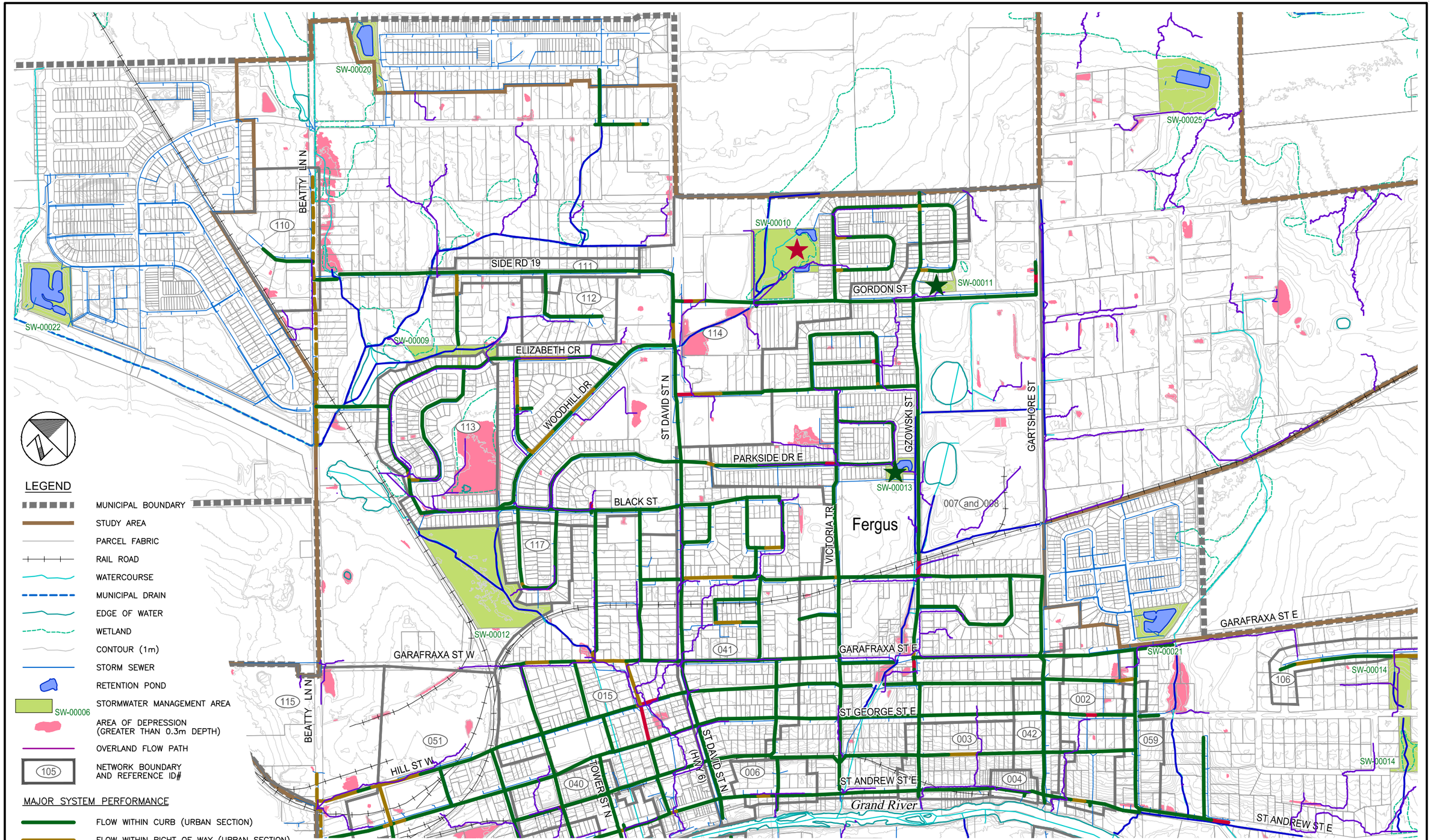
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Scale 1:5000 (0 50 100 200)

Consultant File No. WW22011069

Figure No. 8A

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LEGEND

- MUNICIPAL BOUNDARY
- STUDY AREA
- PARCEL FABRIC
- RAIL ROAD
- WATERCOURSE
- MUNICIPAL DRAIN
- EDGE OF WATER
- WETLAND
- CONTOUR (1m)
- STORM SEWER
- RETENTION POND
- STORMWATER MANAGEMENT AREA
- SW-00006 AREA OF DEPRESSION (GREATER THAN 0.3m DEPTH)
- OVERLAND FLOW PATH
- 105 NETWORK BOUNDARY AND REFERENCE ID#

MAJOR SYSTEM PERFORMANCE

- FLOW WITHIN CURB (URBAN SECTION)
- FLOW WITHIN RIGHT OF WAY (URBAN SECTION)
- FLOW WITHIN RIGHT OF WAY (RURAL SECTION)
- FLOW BEYOND RIGHT OF WAY (URBAN SECTION)
- FLOW BEYOND RIGHT OF WAY (RURAL SECTION)
- OPEN CHANNEL (MODELLED)

- STORMWATER MANAGEMENT AREA (MODELLED) NOT OVERTOPPING FOR 100 YEAR STORM
- STORMWATER MANAGEMENT AREA (MODELLED) OVERTOPPING FOR 100 YEAR STORM

SCALE VALID ONLY FOR 24"x36" VERSION

CENTRE WELLINGTON STORMWATER MASTER PLAN

TOWNSHIP OF CENTRE WELLINGTON

100 YEAR STORM EVENT MAJOR SYSTEM PERFORMANCE EXISTING CONDITION (FERGUS NORTH)

Scale 1:5000 (0 50 100 200)

Consultant File No. WW22011069

Figure No. 8B

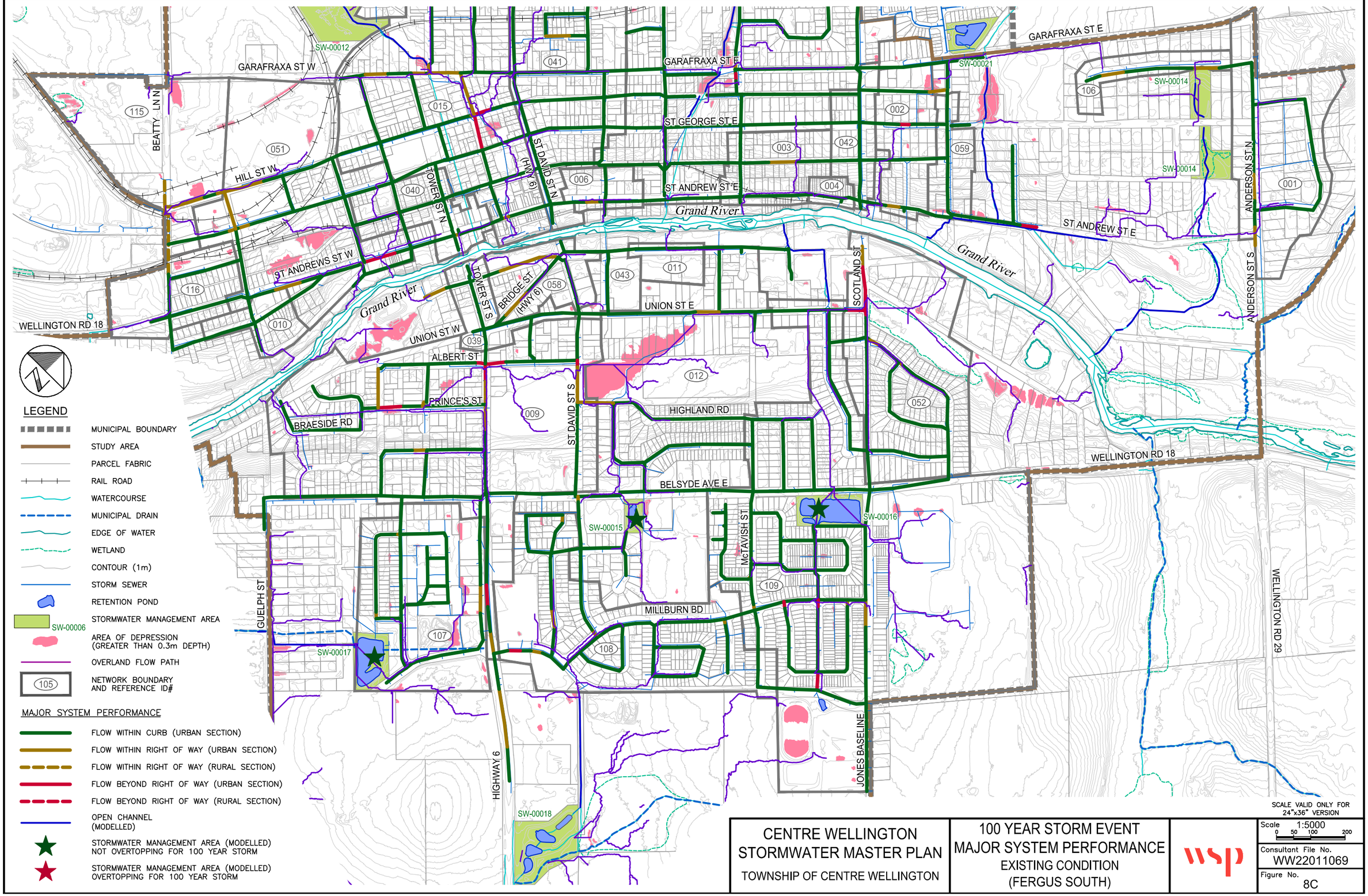
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Plotted: 2024-02-20

Last Saved: 2024-02-20



LEGEND

- MUNICIPAL BOUNDARY
- STUDY AREA
- PARCEL FABRIC
- RAIL ROAD
- WATERCOURSE
- MUNICIPAL DRAIN
- EDGE OF WATER
- WETLAND
- CONTOUR (1m)
- STORM SEWER
- RETENTION POND
- SW-00006 STORMWATER MANAGEMENT AREA
- AREA OF DEPRESSION (GREATER THAN 0.3m DEPTH)
- OVERLAND FLOW PATH
- 105 NETWORK BOUNDARY AND REFERENCE ID#

MAJOR SYSTEM PERFORMANCE

- FLOW WITHIN CURB (URBAN SECTION)
- FLOW WITHIN RIGHT OF WAY (URBAN SECTION)
- FLOW WITHIN RIGHT OF WAY (RURAL SECTION)
- FLOW BEYOND RIGHT OF WAY (URBAN SECTION)
- FLOW BEYOND RIGHT OF WAY (RURAL SECTION)
- OPEN CHANNEL (MODELLED)
- STORMWATER MANAGEMENT AREA (MODELLED) NOT OVERTOPPING FOR 100 YEAR STORM
- STORMWATER MANAGEMENT AREA (MODELLED) OVERTOPPING FOR 100 YEAR STORM

SCALE VALID ONLY FOR 24"x36" VERSION

CENTRE WELLINGTON STORMWATER MASTER PLAN

TOWNSHIP OF CENTRE WELLINGTON

100 YEAR STORM EVENT MAJOR SYSTEM PERFORMANCE

EXISTING CONDITION
(FERGUS SOUTH)

wsp

Scale 1:5000
0 50 100 200

Consultant File No.
WW22011069

Figure No.
8C

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Alternative Assessment and Preferred Approach to Conveyance

Based on the preceding, there are identified storm sewer deficiencies. Potential alternatives include:

a) Do Nothing – do not undertake any planned storm sewer upgrade

b) Upgrade to meet Township Standards – Improving system so it can handle the amount of water from a storm that only happens once **every 5 years**.

c) Upgrade to a higher standard – upgrading system so it can handle even the amount of water from a big storm that only happens once **every 100 years**.

Options have been evaluated as per criteria below (negative, neutral or positive)

- **Functionality** – ability to address the identified concern
- **Social Environment** – community\neighbourhood impact of construction and long-term safety, impact to property (public and private)
- **Natural Environment** – impacts to natural environment (terrestrial and aquatic) and climate change resiliency
- **Economic Environment** – initial design and construction costs and longer-term operation and maintenance costs

Alternative	Functionality	Social Environment	Natural Environment	Economic Environment	Overall Ranking
Do Nothing					 (Not Preferred)
Upgrade to 5-Year					 **(Preferred)**
Upgrade to 100-Year					(Not Preferred)

Storm Sewer Upgrade Analysis - Methodology



- Based on the preceding, the preferred approach is to design all storm sewers to meet current Township criteria (conveyance of 1 in 5-year storm event without surcharging)
- The modelling has helped determine expected storm sewer upgrades (increased pipe sizes) to achieve Township standard criteria
- The modelling results show the required pipe sizes, and priority sewer upgrade projects.
- Priority upgrades are required in areas where the current storm sewers can't handle the amount of water they need to; and areas with reported drainage problems with water flowing overland
- To help with long-term budgeting and planning, initial construction cost estimates have been prepared
- Costs are based on a multiplier of 3x of the current supply cost for storm sewers (for required sizes) to account for installation, related features (maintenance holes, catchbasins) and restoration
- Costs would need to be updated periodically to account for inflation and construction cost escalation

Recommended Storm Sewer Upgrades and Financing Strategy

Short-term (Priority) Projects *(within next 10 years)*

- 9 priority projects have been identified for possible implementation in the near future
- These projects should be coordinated with other planned infrastructure projects in the same areas
- Estimated construction cost: ~ $12 million

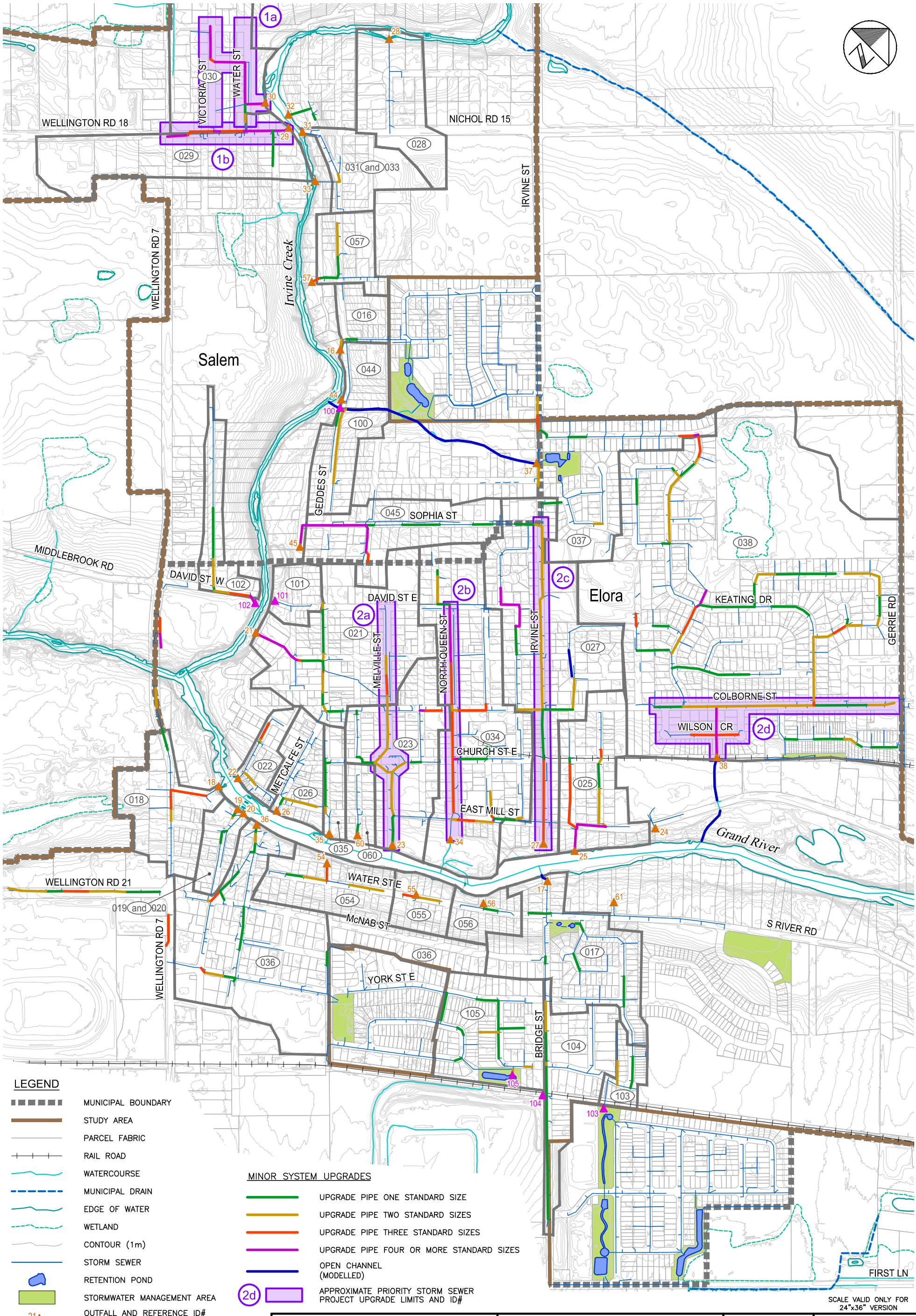
Long-term Projects *(likely more than 10 years from now)*

- There are also other storm sewer upgrades that we expect to undertake in the longer term
- These should be considered along with other related infrastructure priorities, such as road surface condition and water and sanitary sewer upgrades
- Estimated construction cost: ~ $61 million

Financing Strategy

- To finance these projects, a financing strategy is required. Common approaches used by municipalities include:
  - General Capital Budgeting (usually a portion of the water/wastewater charge)
  - Stormwater Utility or Stormwater Fee (user pay)
- A stormwater utility is becoming a more common approach and is generally preferred. This approach is being considered or already in use by municipalities in the area, including Kitchener, Waterloo, Guelph, and Cambridge

The recommended storm sewer upgrades are shown on the following figures.



CENTRE WELLINGTON STORMWATER MASTER PLAN

TOWNSHIP OF CENTRE WELLINGTON

5 YEAR STORM EVENT MINOR SYSTEM UPGRADES

(ELORA / SALEM)

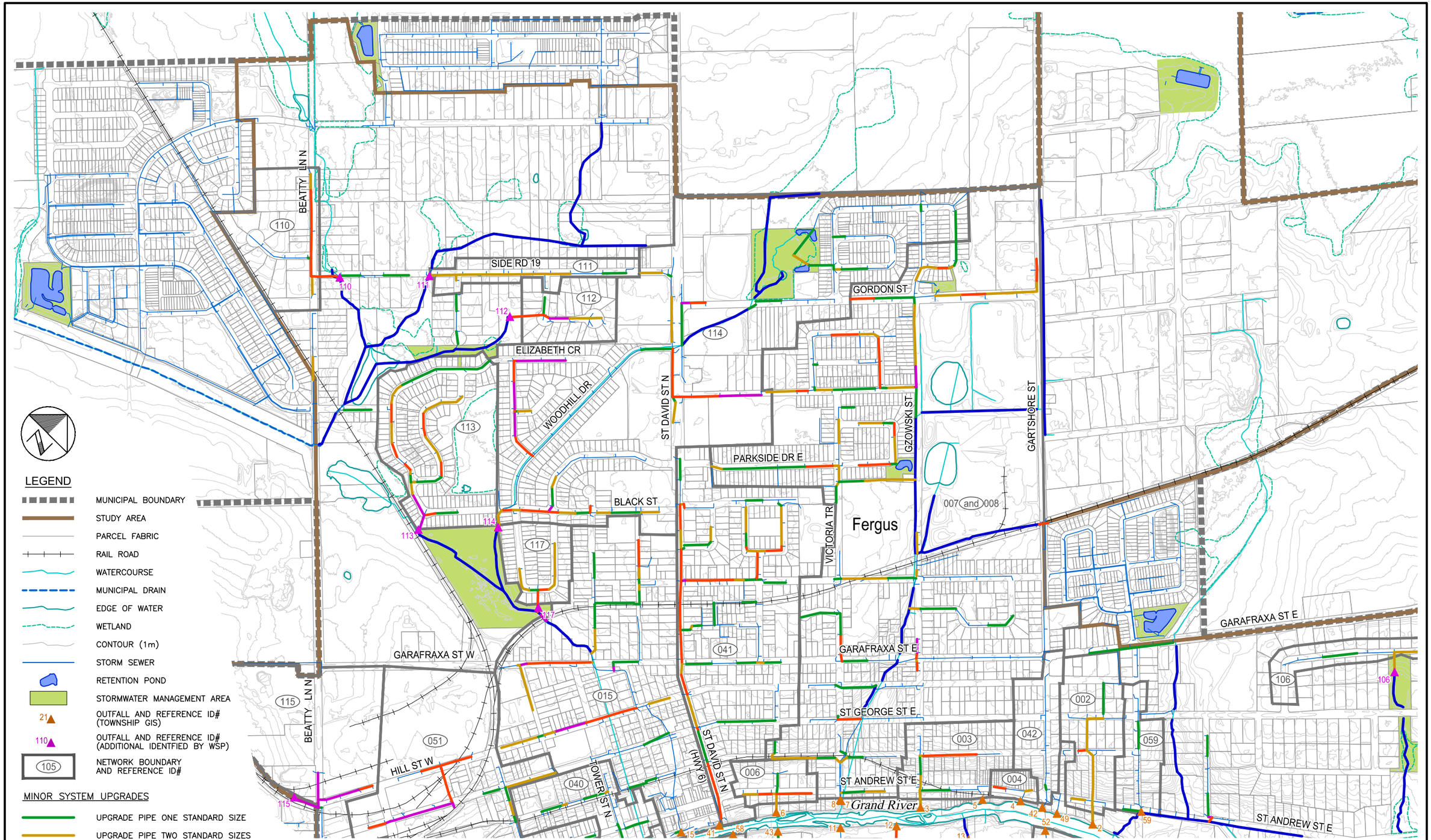
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Figure No. 9A

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LEGEND

- MUNICIPAL BOUNDARY
- STUDY AREA
- PARCEL FABRIC
- RAIL ROAD
- WATERCOURSE
- MUNICIPAL DRAIN
- EDGE OF WATER
- WETLAND
- CONTOUR (1m)
- STORM SEWER
- RETENTION POND
- STORMWATER MANAGEMENT AREA
- 21 OUTFALL AND REFERENCE ID# (TOWNSHIP GIS)
- 110 OUTFALL AND REFERENCE ID# (ADDITIONAL IDENTFIED BY WSP)
- (105) NETWORK BOUNDARY AND REFERENCE ID#

MINOR SYSTEM UPGRADES

- UPGRADE PIPE ONE STANDARD SIZE
- UPGRADE PIPE TWO STANDARD SIZES
- UPGRADE PIPE THREE STANDARD SIZES
- UPGRADE PIPE FOUR OR MORE STANDARD SIZES
- OPEN CHANNEL (MODELLED)
- 3a APPROXIMATE PRIORITY STORM SEWER PROJECT UPGRADE LIMITS AND ID#

SCALE VALID ONLY FOR 24"x36" VERSION

CENTRE WELLINGTON STORMWATER MASTER PLAN

TOWNSHIP OF CENTRE WELLINGTON

5 YEAR STORM EVENT MINOR SYSTEM UPGRADES (FERGUS NORTH)

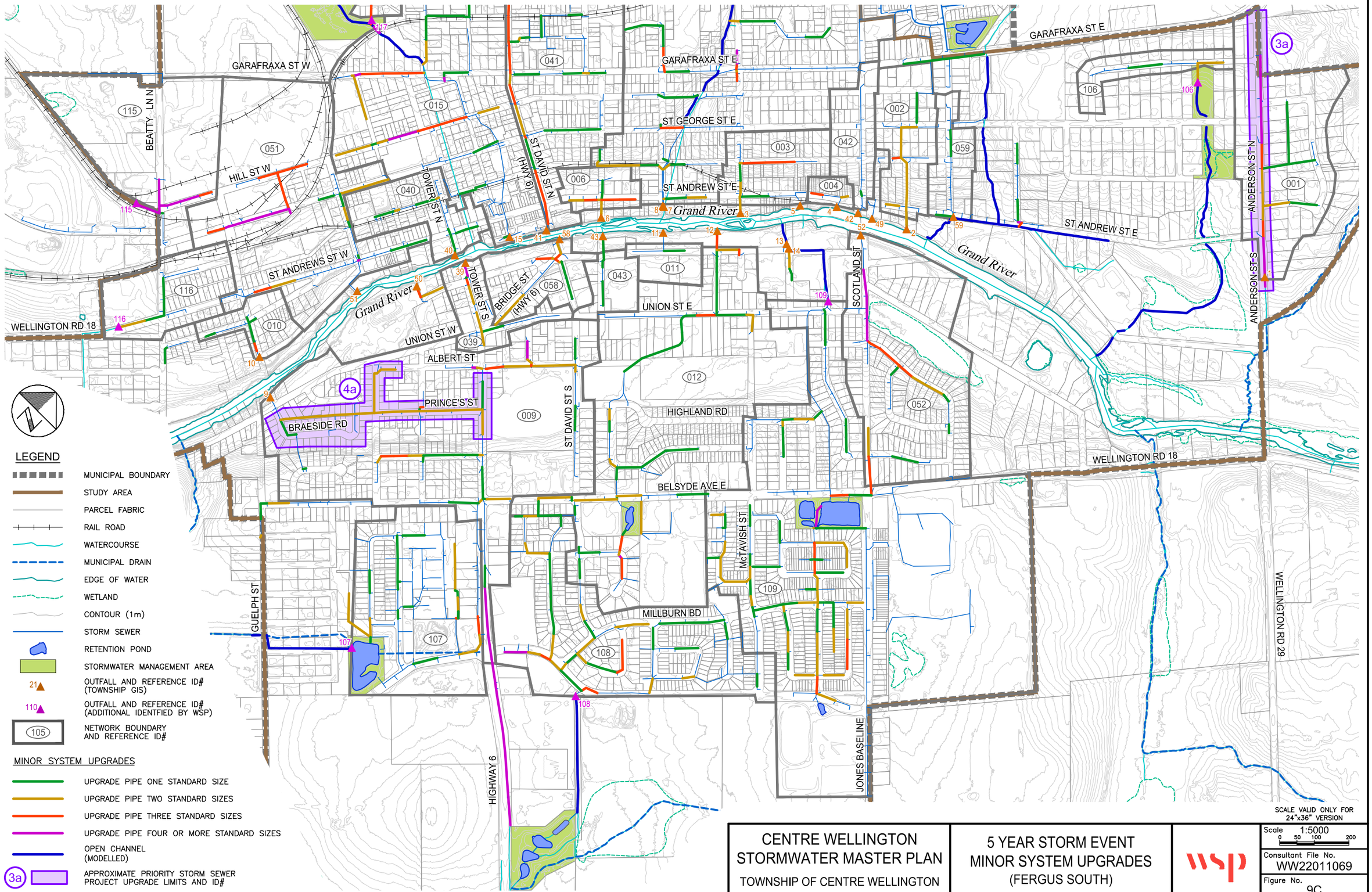
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Figure No. 9B

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SCALE VALID ONLY FOR 24"x36" VERSION

CENTRE WELLINGTON STORMWATER MASTER PLAN

TOWNSHIP OF CENTRE WELLINGTON

5 YEAR STORM EVENT MINOR SYSTEM UPGRADES (FERGUS SOUTH)

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Scale 1:5000 (0 50 100 200)

Consultant File No. WW22011069

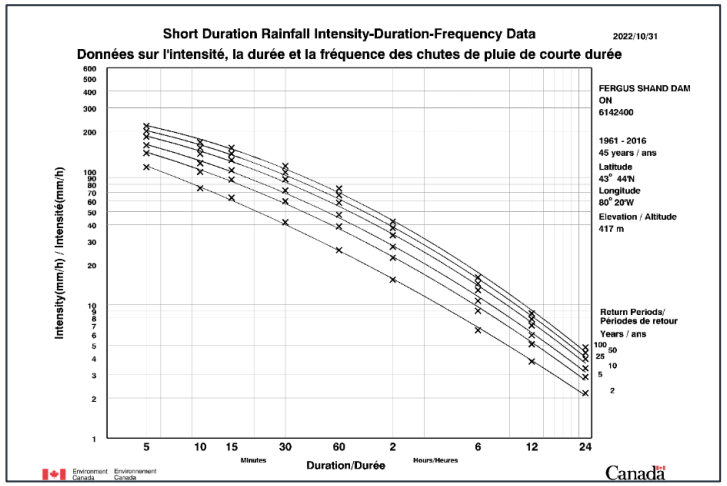
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Other Preferred Alternatives and Measures (1)

Climate Change Assessment

- A review of the Township's standard rainfall parameters has been undertaken as part of the current study. Three (3) different climate change projection models were reviewed to determine expected change in rainfall intensity in the future
- Based on the results, future rainfall standards (known as "IDF curves") will be updated to increase rainfall totals by approximately 5%



Low Impact Development and Green Infrastructure

- Provincial guidelines for Low Impact Development are currently pending (Draft 2022 MECP LID Guidelines)
- In the absence of formal direction, a minimum infiltration\retention target for new development (5 mm +\-) is being considered
- This would require future development to incorporate green infrastructure\LID measures



Future Development and Urban Boundary Expansion

- New development\expansion areas are still pending confirmation with Province
- All new developments would be required to incorporate modern stormwater controls as per requirements of Township, GRCA and Province
- Larger developments may be required to undertake further studies (subwatershed studies and similar) to ensure environmental constraints are considered

Other Preferred Alternatives and Measures (2)

Storm Sewer Operations and Maintenance Planning

- This would include regular inspections (video checks). This is generally defined as part of Asset Management Planning
- Capacity information from current study will help in guiding future replacement works



Stormwater Quality Control

- All new development required to implement modern stormwater quality controls
- Township should make best efforts to incorporate retrofit stormwater quality controls into road re-construction works to improve stormwater to receiving watercourses
- Incorporate LID and GI where feasible, including preserving rural road sections (ditches)

Stormwater Management Pond Maintenance and Retrofits

- Ongoing maintenance of Stormwater Management Facilities under Township's existing Operations and Maintenance Program
- Review opportunities to improve and enhance, including retrofit for the existing SWM Facility at Belsyde and Scotland Streets.
- Undertake a specific assessment to confirm potential issues at Holman Park Area – SWM Pond and Watercourse based on resident observations

Next Steps

The Study Team will

- Meet with the Technical Advisory Committee
- Finalize the Preferred Stormwater Management Strategy
- Prepare and Issue Master Plan Report for Review

Schedule

February 2024

Finalize the Preferred Stormwater Management Strategy

March 2024

Study Completion

Your Feedback is Invited!

Tell us what you think about the Preferred Stormwater Management Strategy presented at this Public Information Centre. We encourage you to complete the comment form available at this Open House. The comment form can be submitted during this event. Comments can also be submitted via project webpage **by March 7, 2024**: **https://www.connectcw.ca/swm-master-plan**.

Project Contacts

Ryan Maiden, P.Eng (RMaiden@centrewellington.ca) | **Matt Senior, P. Eng.** (matt.senior@wsp.com)

APPENDIX

PUBLIC COMMENTS

Talpur, Mir Ahsan Ali

From: Senior, Matthew
Sent: Thursday, March 21, 2024 8:43 AM
To: Talpur, Mir Ahsan Ali
Subject: FW: CW Stormwater Management Master Plan

FYI

Matt Senior, M.A.Sc., P.Eng.
Senior Water Resources Engineer

D+ 1 289-245-0586
M+ 1 905-802-4706

From: Ryan Maiden <RMaiden@centrewellington.ca>
Sent: Thursday, March 21, 2024 8:41 AM
To: [redacted]; Senior, Matthew <matt.senior@wsp.com>; Adam Gilmore <AGilmore@centrewellington.ca>
Cc: Shawn Watters <swatters@centrewellington.ca>; J[redacted]; T[redacted] grca@grandriver.ca
Subject: RE: CW Stormwater Management Master Plan

Good Morning [redacted],

Thank you for participating in our Public information Centre. It was great to see the interest from residents for our Stormwater Management Master Plan. I have supplied responses below in RED. Please let me know if you have any additional questions or concerns.

Regards,

Ryan Maiden, P.Eng | Water and Wastewater Capital Project Manager

Township of Centre Wellington | 1 MacDonald Square, Elora, ON N0B 1S0
Office: 519.846.9691 x285 centrewellington.ca
Cell: 226.378.4476
Office located at: 7444 Wellington Road 21, Elora, ON N0B 1S0

-----Original Message-----
From: [redacted]
Sent: Tuesday, March 5, 2024 12:32 PM
To: Ryan Maiden <RMaiden@centrewellington.ca>; matt.senior@wsp.com; Adam Gilmore <AGilmore@centrewellington.ca>
Cc: Shawn Watters <swatters@centrewellington.ca>; [redacted] grca@grandriver.ca
Subject: CW Stormwater Management Master Plan

[Some people who received this message don't often get email from [redacted]. [redacted]

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

The Centre Wellington Environmental Assessment Study for a Stormwater Management Master Plan identified approximately 117 locations of Outfall within the Fergus and Elora study areas where stormwater enters the Irvine and Grand Rivers. The study considered 5 year and 100 year storm scenarios and found that our community benefits from excellent topography for drainage into the Grand River. However, due to aging infrastructure and a climate change, the study identified 9 priority projects within the next ten years, estimated at ~$12 million + another ~$61 million in upgrades thereafter, to be financed by a new Stormwater Utility Fee for residents.

One priority area is Woolwich Street in Salem, West of the Irvine, which was reconstructed only 5 years ago. How did the county fail to foresee these requirements and why are residents being charged a fee to fix this mistake? These projects were identified via the model, which is a planning level tool. During the design of this project a detailed design approach would have been taken to confirm adequate capacity of the storm sewer. With this project occurring recently it would not be incorporated into a short term capital project plan unless major flooding events were occurring. In collecting background information, there was no evidence of these sewers being inadequate.

The study was limited to volumes of water and excluded water quality. The study area excluded areas of current or proposed developments, such as the Storybrook developments in Fergus. Why are these areas excluded from the study area for a Master Plan? Areas constructed in the last 15 years were excluded from the study area because it was assumed that these areas would have been constructed to current design standards ie. capable of conveying the 5 year storm event.

Centre Wellington staff explained that developers are required to submit stormwater management plans, which are approved by council. Monitoring of these facilities, as well as appropriate construction activities are no longer inspected and regulated by the Ministry of the Environment. Now, monitoring and practises are self regulated by the developers. Once the development is completed, the responsibility of stormwater infrastructure and facilities are assumed by the county. Currently, the county has no policies or procedures in place for monitoring of water quality or volume from these facilities, or jurisdiction over construction practices. Developers are required to construct and maintain any and all stormwater facilities to the standards outlined in the Ministry of Environment and Parks' (MECP) Design Manuals and Consolidated Linear Infrastructure Environmental Compliance Approval (CLI-ECA) design guidelines. In order for the Township to accept stormwater management facilities to be included in their CLI-ECA, the developer must follow the established practices of the Operation and Maintenance procedures created by the Township. Now that the CLI-ECA is in place the Township has more tools at their disposal to enforce these rules.

A lack of input or consultation from the Grand River Conservation Authority raises serious concerns on the issue of water quality, shedding light on potential gaps in our environmental governance and the transparency thereof. No one would swim in Storybrook's stormwater pond, so why would anyone go swimming in the river downstream from it? The Grand River Conservation Authority has been a key stakeholder in this project and is a member of Technical Advisory Committee (TAC). They have been consulted with on numerous occasions and there has been an open line of communication. They will be providing comment on the preferred alternative.

The Storybrook storm water management facility, on Elliot Ave. West in Fergus, is a disgusting, disgraceful and disrespectful disaster of developer carelessness and civic ignorance, that dumps massive volumes of polluted water into our local creek. The stormwater sewers at the foot of Harpin Way West, bypass the stormwater management pond completely and flow directly into our rivers. The developer has neglected their responsibilities for appropriate material storage, road cleaning and maintenance of the stormwater infrastructure. A second Storybrook SWMF has been constructed across the creek from the first. It appears that it will be operational this summer, doubling the amount of pollution entering our creek. A third is being proposed by Cachet Developments on the same creek near Salem Public School. The toxic stormwater being put into this creek, flows to the Irvine, the Grand and the Elora Gorge Conservation Area, damaging the environment and threatening our tourism industry. This has been an ongoing discussion with the developer and we will continue to focus our efforts on ensuring the developer is taking the appropriate steps to mitigate any negative affects on water courses downstream.

For this master plan to be comprehensive, and effective in protecting our community and economy, it must consider the following six actions:

Number One: We need immediate action at Storybrook. We must urgently address the environmental negligence exhibited by the Storybrook development before the second SWMF comes into active use. These SWMF will be deeded to the county, becoming the responsibility of the taxpayers, so let us consider the disaster we will inherit and its costs to us. While this area isn't necessarily included in the Stormwater Master Plan, final inspections and deficiency lists are created to address any issues within a development before the Township assumes ownership. This includes ensuring stormwater management facilities are functioning as intended.

Number 2: We must have a halt on new discharges: Council should implement a moratorium on new stormwater discharges into our creeks until we can fully assess and mitigate the environmental impacts. While this is not a topic of the Stormwater Management Master Plan, we do look at industry standards for water quantity and quality controls to ensure stormwater is correctly treated prior to entering a waterway.

Number 3: We need to establish a Robust Regulatory Framework: The county must implement a stringent oversight mechanism that moves beyond the current model of developer self-regulation, creating policies and procedures that ensure water quality and stormwater management adheres to the highest standards. The Township performs technical reviews of all development submissions to verify that proposed designs meet current Township, MECP and GRCA guidelines.

Number 4: We must be advocating for green infrastructure and development: it is our community's responsibility to promote sustainable development practices, and to mitigate runoff and pollution, thereby setting a precedent for environmentally responsible development in our community. The Stormwater Master Plan will include sections regarding Low Impact Development (LID) implementation and opportunities to improve retention and infiltration.

Number 5: Use the power of the people. Centre Wellington must create a programme that promotes stewardship of our waterways and encourages actions that preserve our natural heritage. We must engage our community and visitors with education and awareness of our water and what needs to be done to protect it. This is a great comment and one we will look to incorporate as a recommendation in our Master Plan.

And finally, Number 6: Reassess Nichol Drain: Let us give due attention to the ecological significance of the Nichol Drain outfall. It is a cold temperature, spring fed, freshwater stream at the bottom of valley land, and a habitat of the

endangered Red Sided Dace - an indicator species of a healthy ecosystem. Including the Nichol Drain on the Master Plan ensures it is treated with the respect and care it deserves. The Nichol Drain was not within the scope of the Stormwater Master Plan. Municipal Drains outside of the urban boundary were not the main focus of this study.

The residents of Centre Wellington are dependent on the continued high quality of water in our aquifers and waterways to support our tourism industry, economic prosperity and for the health of our community. We must preserve and conserve our freshwater resources, while we progress and develop in a manner that benefits our community and the environment. As guardians of the headwaters of the Grand River Watershed, we are responsible for the careful stewardship and considerate management of these resources, for the benefit of our community and all those downstream from us.

Photographic and video documentation available upon request.

Thank you for your time and consideration,

[redacted]

APPENDIX

A-4 AGENCY CONSULTATION MATERIALS

A 4.1 *Technical Advisory Committee (TAC)*

4.1.1 *TAC Meeting #1 Minutes*

4.1.2 *TAC Meeting #1 Minutes*

A 4.2 *Agency Correspondence*

4.2.1 *Ministry of Environment Conservation and Parks (MECP)*

4.2.2 *Ministry of Citizenship and Multiculturalism (MCM)*

4.2.3 *Grand River Conservation Authority (GRCA)*

APPENDIX

A-4.1.1 TAC MEETING #1 MINUTES

MEETING MINUTES

Job Title	Centre Wellington Stormwater Master Plan		
Project Number	WW2201069	**Date**	March 1, 2023
Time	1:30 PM	**Venue**	MS Teams
Purpose	Technical Advisory Committee (TAC) Meeting #1 Review of Technical Memorandum #1 (Background Review)		

ATTENDEES			
Name	**Company**	**Phone**	**Email**
Adam Gilmore	Centre Wellington		agilmore@centrewellington.ca
Colin Baker	Centre Wellington		cbaker@centrewellington.ca
Anton Wasilka	Centre Wellington		awasilka@centrewellington.ca
Ryan Maiden	Centre Wellington		rmaiden@centrewellington.ca
Matt Senior	WSP		matt.senior@wsp.com

COPIES TO			
Name	**Company**	**Phone**	**Email**
Dino Masiero	Centre Wellington		dmasiero@centrewellington.ca
Mir Talpur	WSP		mir.talpur@wsp.com

ITEM	**ACTION BY**
1.0 PLANNING PROCESS	
a) Matt Senior noted that Approach #2 is currently being proposed by CW, which typically necessitates a sufficient level of detail and supporting studies (i.e. archaeology, heritage, ecology) to bypass the need for follow-up Schedule B Class EA for specific projects. Storm sewer upgrade works would however be pre-approved (Schedule A+ typically). Adam Gilmore noted that this may need to be a future undertaking depending on the recommended projects, this should be reviewed as the study progresses. b) It was confirmed that the Notice of Commencement will go to council on March 13th, with the website to be activated the following day (March 14th). c) There was some discussion regarding what items related to consultation and engagement are included in the base project scope, including the preparation of a formal communication and engagement plan as well as indigenous consultation. Adam Gilmore noted that there is a preference for some kind of written documentation on the consultation plan. WSP to review and confirm. d) Matt Senior questioned what stakeholders may be expected for the project. It was noted that there is a group known as Save Our Water (SOS) who are affiliated with the Wellington Water Watchers. GRCA and Wellington County would also have some interest and involvement. e) It was noted that HDI has provided environmental monitors on past projects. In this case there may be less interest given this is a Master Plan study, however this will be confirmed. f) Adam Gilmore recommended that WSP contact MECP now with the draft notice of commencement to confirm the list of indigenous nations to be consulted, rather than waiting for March 13th as this is more of a formality. WSP to follow up accordingly.	**WSP** **WSP**

2.0 REVIEW OF TECHNICAL MEMORANDUM #1	
a) Matt Senior provided a general overview of the content for Technical Memorandum #1, which was sent digitally on February 28, 2023. He noted that it is primarily a background review and characterization summary that also outlines how subsequent model building work will evolve. b) With respect to gravel roads, it was noted that those in the Salem area are likely the primary ones within the study area limits to be considered for overlap with stormwater considerations. c) It was noted that GIS staff at CW (Emily) is preparing maps that outline planned capital works (road and sewer reconstruction projects), this will be forwarded to WSP. It was noted that in general CW undertakes 2 +\- reconstructions per year. d) The GIS analyses presented in TM #1 were reviewed. In general, Matt Senior noted that the results suggest minimal depressions and overland flow routes that generally follow roadways, which is positive. Some areas of potential concern have however been noted. e) The area around Princess and Colborne was noted as having poor grading. Princess and Moir similarly has drainage issues. Moir Street is planned for reconstruction which includes storm sewer diversion works. f) It was suggested that it would be beneficial for CW staff to review and mark up a map of areas of known drainage issues and provide to WSP. CW to review and provide. The previously provided "areas of interest" (as shown on Figure 5C in TM#1) was primarily related to monitoring interest and areas where roof leaders may be connected to the sanitary sewer system. Matt Senior noted that mapping of this information would also be helpful, despite the fact that WSP's scope is limited to the storm sewer system. g) It was noted that there are several sections of rural servicing (ditching) in the urban area of Elora. There are also areas where there are "local" informal storm sewer systems that are not captured in the Township's GIS database. h) The mapping provided for the previous Triton Storm Sewer study of Elora provides some indication of planned storm sewer diversions in that area; this should be considered by WSP. The general intent was to remove storm flows and the associated "stress" from downstream sewers. i) Mapping regarding known future developments (including intensification\infills and greenfield) will be provided to WSP. j) Collin Baker noted that in general development works may lead the design of local storm sewer upgrades as required. However, the Master Plan should still consider a holistic overview of where infrastructure upgrades may be required overall, and direction on other stormwater related matters. k) There was a general discussion regarding SWM ponds and frequent issues with permanent pool levels that are not as intended (either too high or too low). It was suggested that specifics may be beyond the scope of the Master Plan but general recommendations for "optimizing SWM" could be considered, and to formalize annual SWM pond inspections as part of the CLI-ECA requirements. Ryan Maiden noted that CW has been using the guidance provided in documents prepared by TRCA and CH2M Hill. l) Colin Baker questioned the approach to handling informal drains that are private but drain external lands – is this a potential liability? WSP to consider further. m) Matt Senior noted that the overland flow mapping can be updated to indicate which overland flow lines traverse private property and therefore may be a concern. n) Colin Baker noted that the South Fergus Secondary Plan is an important and relevant study that should be referenced by the Master Plan. It is available on the ConnectCW page. o) Matt Senior provided an overview of the preliminary sewershed network boundaries. He noted that areas range in size and that there are many extremely small drainage networks (less than 5 ha) that may not warrant direct assessment in the MP. CW staff generally agreed, this will be reviewed. p) Matt Senior noted that several additional outfalls have been identified by WSP as part of their initial review (100-series on drawings) however some of these are "interim" outfalls that are upstream of the primary outfall. The approach to numbering and managing these should be confirmed. q) There was some general discussion regarding infill and intensification development and whether increased imperviousness would be a concern; it was noted that if on-site SWM is in place then likely not, particularly in highly urbanized downtown areas. r) Colin Baker noted that over-control is rarely required, the only example was for a SWM pond near the hospital where this was required based on the limited capacity of the downstream receiver. There is likely little interest in CW requiring over-control for new developments to "reclaim" storm sewer capacity as this would place an excessive burden on developers. s) Water balance\budget assessments are typically only required in sourcewater protection areas. Currently CW has no requirement for volume controls or on-site rainfall retention beyond the above. The MECP Draft LID guidelines have not yet been considered or implemented.	**CW** **CW** **WSP**

3.0 SCHEDULE AND NEXT STEPS	
a) Matt Senior requested that comments on TM #1 be provided within approximately 2 weeks (i.e. March 15th +\-).	**CW**
b) Matt Senior provided a general overview of the schedule, noting that the next meeting will likely be in June to review the initial hydrologic\hydraulic modelling and results. PIC #1 would likely be in the fall of 2023. Study completion would tentatively be mid-2024.	
c) Adam Gilmore noted that there may be value in going back to council after PIC #1 to provide an update, and then again at the end of the study. The draft study report could be included for council review at that time.	
d) The findings of the SWM MP will need to integrate into future capital planning. Given completion timing this will likely mean integration into the 2025 and beyond capital planning.	
e) The study will need to consider funding mechanisms, which will likely need to include consideration of stormwater utility.	
f) It was noted that Ron Scheckenberger (Scheckenberger & Associates; SAL) may be a valuable asset as an advisor and for QA/QC and in particular for council meetings. WSP to review with SAL and confirm whether or not this can be incorporated.	**WSP**

MEETING MINUTES

Job Title	Centre Wellington (Fergus and Elora) Stormwater Management Master Plan		
WSP Project Number	WW22011069	**Date**	July 6, 2023
Time	1:00 PM	**Venue**	Teleconference (MS Teams)
Purpose	Technical Advisory Committee Meeting (Wellington County and GRCA)		

ATTENDEES			
Name	**Company**	**Phone**	**Email**
Ryan Maiden	Centre Wellington		rmaiden@centrewellington.ca
Pasquale Costanzo	Wellington County		pasqualec@wellington.ca
Jessica Conroy	GRCA		jconroy@grandriver.ca
Maria Vogiatzis	GRCA		movogiatzis@grandriver.ca
Mir Talpur	WSP E&I Canada Ltd		mir.talpur@wsp.com
Matt Senior	WSP E&I Canada Ltd		matt.senior@wsp.com

COPIES TO			
Name	**Company**	**Phone**	**Email**
Adam Gilmore	Centre Wellington		agilmore@centrewellington.ca
Colin Baker	Centre Wellington		cbaker@centrewellington.ca
Joe de Koning	Wellington County		joedk@wellington.ca

ITEM		**ACTION BY**
1.0	**STUDY PURPOSE AND SCOPE**	
1.1	Introductions — Meeting participants provided their introductions. Matt Senior provided broader overview of the presentation, noting the following three key discussion items: 1) Study Purpose and Scope; 2) Questions and Interests and 3) Next Steps and Schedule.	
1.2	Study Purpose and Scope — Ryan Maiden provided an overview of the Study. He noted that the Stormwater Management (SWM) Master Plan will assess the SWM system in the existing developed areas to identify issues in the Township of Centre Wellington (Township) and County of Wellington's (County) existing SWM infrastructure. He added that this is a first SWM Plan for the Township that will identify the level of service, hotspots for SWM infrastructure deficiencies, and will recommend infrastructure improvements for short, medium and long term. The SWM Master Plan will also identify any impacts to future funding, and what it means for the capital budget. Data collection was initiated in summer 2022. First internal Technical Advisory Committee (TAC) was held with the Township staff. This TAC meeting is intended to introduce the Master Plan Study to the County and Grand River Conservation Authority (GRCA).	
1.3	Role of the TAC — Matt Senior noted that TAC is intended to provide an opportunity for updates to and input from key agencies including the County and GRCA. There will be planned meetings at key progress points. This is one of the early meetings to obtain early input in the Study.	

1.4	Study Work Plan — Matt Senior provided overview of the work plan. Task 1 and 2 include background information, gap analysis and study area characterization. Task 3 include analysis and assessment of SWM system. These tasks are either complete or currently underway. Data review and GIS analysis helped inform analysis of the SWM system. A hydraulic and hydrologic model is being developed to understand the estimated level of service (LOS) for the SWM system. Climate change assessment and land use change impacts will also be completed. — Once the model is finalized, the next step would be to identify and evaluate the alternatives to identify the preferred SWM strategy, and implementation plan.	
1.5	Brief Summary of Findings — Based on the GIS data, there are consistent slopes to Grand River and local creeks that appear to allow for surface water run off to drain towards the Grand River. There are few noted depression areas. — Field monitoring data was collected in July and August 2023. This data collection had limited responses (dry weather conditions). — Rainfall data – currently the Project Team is reviewing the approved rainfall data from Township's Development Engineering Manual. For the estimation of potential Climate Change impacts, the team is reviewing results from the University of Waterloo, Ministry of Transportation and Ontario IDF model tools to review the range of potential impacts. — The Project Team have also been developing an integrated hydrologic\hydraulic model of Fergus and Elora in PCSWMM. Storm sewer data has been provided by CW. The Project Team have used provincially available LIDAR data for surface elevations and attempted to reconcile this with differences in historically applied vertical datums. The current draft model appears to be over-predicting flows – based on the simulated number of nodes which flood during 2 and 5-year storm events. Before the model can be finalized and the existing Level of Service quantified, further model validation is required to ensure reasonable results.	
2.0	**QUESTIONS AND INTERESTS**	
2.1	The following provided a summary of questions raised and responses provided: — Pasquale Costanzo inquired what information is required from the County? — Matt Senior indicated that the Township has provided infrastructure data to WSP. If that data also includes County's data, then no additional information is required. — Matt Senior inquired if there should be any requirements from County's perspective that should be considered as part of this study? — Pasquale Costanzo noted that County had completed the review of the GIS data for the SWM system. He noted that data can be provided to the Project Team. Ryan to follow up with Township's GIS team to identify whether the data provided to the WSP included County's most current SWM infrastructure data. — Matt Senior inquired if the County has any information about upstream flooding areas (not riverine) which should be included in the remedial plan? — Pasquale Costanzo noted that there are some areas where flooding occurs. Pasquale to provide the Project Team information on areas of historic flooding/SWM issues. — Matt Senior inquired GRCA if they are aware of any areas of flooding/SWM issues. Matt also inquired if they have any additional data (including higher resolution rainfall data) that is not openly available. — Maria Vogiatzis noted that hydraulic modelling is available and can be provided. GRCA to review internally if there is any data/information that can be provided to the Project Team. — Matt Senior inquired if there are any measures that should or should not be included in the alternatives? Are there are specific areas of interest or concern that should be focus of this study? — Pasquale noted that there is an area near trail head on the north side of the Study Area that is often flooded. GRCA said they will review internally and provide any feedback. — Matt Senior then provided a live overview of the draft PCSWMM model for information.	Township County GRCA GRCA
3.0	**NEXT STEPS AND SCHEDULE**	
3.1	Matt Senior provided overview of the next steps and tentative project schedule. Matt noted that he will provide presentation of this meeting and requested feedback within three weeks.	All
3.2	No further questions or comments were raised.	

APPENDIX

A-4.1.2 TAC MEETING #2 MINUTES

MEETING MINUTES

Job Title	Centre Wellington (Fergus and Elora) Stormwater Management Master Plan		
WSP Project Number	WW22011069	**Date**	February 26, 2024
Time	1:00 PM	**Venue**	Teleconference (MS Teams)
Purpose	Technical Advisory Committee Meeting #2 (Wellington County and GRCA)		

ATTENDEES			
Name	**Company**	**Phone**	**Email**
Ryan Maiden	Centre Wellington		rmaiden@centrewellington.ca
Adam Gilmore	Centre Wellington		agilmore@centrewellington.ca
Colin Baker	Centre Wellington		cbaker@centrewellington.ca
Pasquale Costanzo	Wellington County		pasqualec@wellington.ca
Jessica Conroy	GRCA		jconroy@grandriver.ca
Mir Talpur	WSP Canada Inc		mir.talpur@wsp.com
Matt Senior	WSP Canada Inc		matt.senior@wsp.com

COPIES TO			
Name	**Company**	**Phone**	**Email**
Maria Vogiatzis	GRCA		movogiatzis@grandriver.ca

ITEM		**ACTION BY**
1.0	**MEETING PURPOSE**	
a)	Ryan Maiden introduced the meeting, noting that the study has advanced since the last TAC meeting (July 6, 2023). He noted that PIC #2 was held last week (February 21, 2024) and that the PIC materials are available online (https://www.connectcw.ca/swm-master-plan). The Township is requesting feedback from TAC attendees on the work to date.	
b)	Matt Senior noted that as per the previous meeting, WSP had requested any information on known drainage issues from Wellington County. Pasquale Costanzo noted that the only one he is aware of is the Elora-Cataract trail at Gartshore Street. It was noted that Township staff noted a similar issue in the area at Gzowski Street. Adam Gilmore noted that another area of concern was previously East Mill Street at Metcalfe Street in Elora, but that this issue has likely been addressed by recent re-construction.	
2.0	**OVERVIEW AND DISCUSSION**	
a)	Matt Senior provided an overview of the PIC #2 materials, with several items arising in conversation.	
b)	Colin Baker questioned whether the overland flow modelling considered outlets to watercourses and any potential obstructions. Matt Senior noted that yes conduits representing these connections were included but use typical cross-sections.	
c)	With respect to stormwater utilities, Colin Baker questioned whether or not agricultural\rural areas would be considered for inclusion? Matt Senior noted that this could be determined as part of a future study but likely theses areas could either be omitted or credited for the permeable land use and on site management.	

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wsp.com

d)	It was noted that the current study is recommending an increase in rainfall intensities (Township Standard intensity-duration-frequency (IDF) curves) of approximately 5%, based on the results of available climate change forecasting models. Adam Gilmore questioned whether GRCA staff had any input to this. Jessica Conroy noted that she will review further with GRCA engineering staff and advise.	GRCA
e)	Colin Baker suggested that it would be useful to ensure that any recommendations of the study clearly split out those for County Roads from Township Roads.	WSP
f)	It was noted that Wellington Road 18\Woolwich Street was reconstructed in 2018/2019 and as such be re-confirmed and removed from the priority projects list. Matt Senior requested a copy of the as-built drawing; WSP will review whether the data coded in the modelling reflects the constructed design. [NOTE: Following the meeting, Wellington County provided a copy of the drawing set]	WSP
g)	With respect to stormwater quality, Colin Baker noted that it would be useful to potentially indicate some priority locations for stand-alone stormwater quality retrofits (such as oil/grit separators) based on areas of greatest expected impact (i.e. areas near watercourses\outfalls with urban road sections and greater proportion of commercial\industrial land use). Locations to consider as part of planned full-depth reconstruction could be noted as well, and estimated costs budgeted for.	
3.0	**NEXT STEPS AND SCHEDULE**	
a)	It was re-affirmed that the team would appreciate any additional feedback from the County and GRCA in advance of March 7th. Pasquale Costanzo from the County noted that the results appeared good and consistent with his understanding that there are no major issues or concerns in the area. Jessica Conroy from GRCA noted that there were no comments at the moment, but she would review with engineering staff and advise.	County\GRCA

APPENDIX

A-4.2.1 MECP CONSULTATION

Vijayakumar, Roslyn

From: Del Villar Cuicas, Joan (MECP) <Joan.DelVillarCuicas@ontario.ca>
Sent: Monday, March 13, 2023 12:44 PM
To: Ryan Maiden; Senior, Matt
Cc: Talpur, Mir; Whitelaw, Clarissa (MECP)
Subject: RE: Township of Centre Wellington, MEA Class EA, SWM Master Plan for Fergus and Elora
Attachments: Ackwnowledgement Letter_Stormwater Management Master Plan.pdf; Client Guide to Preliminary Screening-May 2019.pdf

CAUTION: External email. Please do not click on links/attachments unless you know the content is genuine and safe.

Good afternoon,

Please find attached MECP's Letter of Acknowledgement and attachments in response to the Notice of Commencement for the Township of Centre Wellington Municipal Class EA Stormwater Management Master Plan for the communities of Fergus and Elora.

Please do not hesitate to contact me if you have any questions.

Regards,

Joan Del Villar Cuicas (she/her)
Regional Environmental Planner
Project Review Unit | Environmental Assessment Branch
Ontario Ministry of the Environment, Conservation and Parks
Joan.delvillarcuicas@ontario.ca | Phone: 365-889-1180

From: Talpur, Mir <mir.talpur@wsp.com>
Sent: March 9, 2023 9:10 AM
To: Del Villar Cuicas, Joan (MECP) <Joan.DelVillarCuicas@ontario.ca>; EA Notices to WCRegion (MECP) <eanotification.wcregion@ontario.ca>
Cc: Ryan Maiden <RMaiden@centrewellington.ca>; Senior, Matt <matt.senior@wsp.com>; Vijayakumar, Roslyn <roslyn.vijayakumar@wsp.com>
Subject: Township of Centre Wellington, MEA Class EA, SWM Master Plan for Fergus and Elora

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

09 March 2023

Good Morning Joan,

The Township of Centre Wellington has initiated a Municipal Class Environmental Assessment Study to prepare a Stormwater Management Master Plan for the communities of Fergus and Elora to ensure that stormwater (runoff generated by rainfall and snowmelt) is effectively managed. This assessment will help identify the capacities and constraints of the existing stormwater management system, evaluate opportunities to improve conveyance and water quantity and quality control, and provide short- and long-range planning alternatives to improve the Township's stormwater infrastructure including an implementation plan.

I have attached the Notice of Study Commencement for this Class EA Study and the Project Information Form (PIF).

This notice is planned for distribution next week to the public, government agencies, Indigenous Nations and key stakeholders via publication in the local newspaper, posting on Township's website and email circulation (where available). The project webpage will also go live next week on Thursday, March 16.

We wanted to share the Notice of Study Commencement and the PIF with the Ministry of the Environment, Conservation and Parks, and wanted to request if you could please advise of the Indigenous Nations that should be consulted as part of this Class EA Study. We would greatly appreciate if you could please advise by early next week, if possible – this will help us send out letters to the Indigenous Nations next week. Ministry's formal acknowledgement letter could come in later at your convenience. Many thanks in advance.

Please let me know if you have any questions.

Sincerely,

Mir Ahsan Talpur, M.Env.Sc., EP
Senior Environmental Planner
He/Him
M+ 1 647-545-8974

WSP E&I Canada Limited
3450 Harvester Road, Suite 100
Burlington, Ontario
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wsp.com

Please be aware that, effective September 21st, 2022, Wood Environment & Infrastructure Solutions Canada Limited was acquired by WSP.

NOTICE: This communication and any attachments ("this message") may contain information which is privileged, confidential, proprietary or otherwise subject to restricted disclosure under applicable law. This message is for the sole use of the intended recipient(s). Any unauthorized use, disclosure, viewing, copying, alteration, dissemination or distribution of, or reliance on, this message is strictly prohibited. If you have received this message in error, or you are not an authorized or intended recipient, please notify the sender immediately by replying to this message, delete this message and all copies from your e-mail system and destroy any printed copies.

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Ministry of the Environment, Conservation and Parks

Environmental Assessment Branch

1st Floor
135 St. Clair Avenue W
Toronto ON M4V 1P5
Tel.: 416 314-8001
Fax.: 416 314-8452

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

Direction des évaluations environnementales

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

March 13, 2022

Ryan Maiden *(Via Email Only)*
Water and Wastewater Capital Project Manager
Township of Centre Wellington
Email: RMaiden@centrewellington.ca

Matt Senior
Associate Engineer, Water Resources
WSP E&I Canada Limited
Email: matt.senior@wsp.com

Re: **Stormwater Management Master Plan for the communities of Fergus and Elora**
Schedule B Municipal Class Environmental Assessment
Response to Notice of Commencement

Dear Ryan Maiden and Matt Senior,

This letter is in response to the Notice of Commencement for the above noted project. The Ministry of the Environment, Conservation and Parks (MECP) acknowledges that Township of Centre Wellington 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:

- Mississaugas of the Credit First Nation
- Six Nations of the Grand River (Elected Council and Haudenosaunee Confederacy Chiefs Council with a copy to Haudenosaunee Development Institute)

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 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
- A Part II Order request is expected on the basis of impacts to Aboriginal or treaty rights

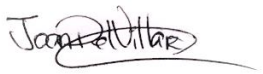
The MECP will then assess the extent of any Crown duty to consult for the circumstances and will consider whether additional steps should be taken, including what role you will be asked to play should additional steps and activities be required.

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 West Central Region EA notification email account (eanotification.wcregion@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 joan.delvillarcuicas@ontario.ca or 365-889-1180.

Yours truly,



Joan Del Villar C
Regional Environmental Planner – West Central Region

Cc Clarissa Whitelaw, Guelph District Supervisor, MECP
Mir Ahsan Talpur, Senior Environmental Planner, WSP E&I Canada Limited

Enclosed: Areas of Interest

A Proponent's Introduction to the Delegation of Procedural Aspects of Consultation with Aboriginal Communities

Attached: Client's Guide to Preliminary Screening for Species at Risk

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 Central Region are subject to **A Place to Grow: Growth Plan for the Greater Golden Horseshoe (2020).** Parts of the study area may also be subject to the Oak Ridges Moraine Conservation Plan (2017), Niagara Escarpment 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 Southwest Region, the email is eanotification.swregion@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 Part II 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, Part II 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

A PROPONENT'S INTRODUCTION TO THE DELEGATION OF PROCEDURAL ASPECTS OF CONSULTATION WITH ABORIGINAL COMMUNITIES

DEFINITIONS

The following definitions are specific to this document and may not apply in other contexts:

Aboriginal communities – the First Nation or Métis communities identified by the Crown for the purpose of consultation.

Consultation – the Crown's legal obligation to consult when the Crown has knowledge of an established or asserted Aboriginal or treaty right and contemplates conduct that might adversely impact that right. This is the type of consultation required pursuant to s. 35 of the *Constitution Act, 1982*. Note that this definition does not include consultation with Aboriginal communities for other reasons, such as regulatory requirements.

Crown – the Ontario Crown, acting through a particular ministry or ministries.

Procedural aspects of consultation – those portions of consultation related to the process of consultation, such as notifying an Aboriginal community about a project, providing information about the potential impacts of a project, responding to concerns raised by an Aboriginal community and proposing changes to the project to avoid negative impacts.

Proponent – the person or entity that wants to undertake a project and requires an Ontario Crown decision or approval for the project.

I. PURPOSE

The Crown has a legal duty to consult Aboriginal communities when it has knowledge of an existing or asserted Aboriginal or treaty right and contemplates conduct that may adversely impact that right. In outlining a framework for the duty to consult, the Supreme Court of Canada has stated that the Crown may delegate procedural aspects of consultation to third parties. This document provides general information about the Ontario Crown's approach to delegation of the procedural aspects of consultation to proponents.

This document is not intended to instruct a proponent about an individual project, and it does not constitute legal advice.

II. WHY IS IT NECESSARY TO CONSULT WITH ABORIGINAL COMMUNITIES?

The objective of the modern law of Aboriginal and treaty rights is the *reconciliation* of Aboriginal peoples and non-Aboriginal peoples and their respective rights, claims and interests. Consultation is an important component of the reconciliation process.

The Crown has a legal duty to consult Aboriginal communities when it has knowledge of an existing or asserted Aboriginal or treaty right and contemplates conduct that might adversely impact that right. For example, the Crown's duty to consult is triggered when it considers issuing a permit, authorization or approval for a project which has the potential to adversely impact an Aboriginal right, such as the right to hunt, fish, or trap in a particular area.

The scope of consultation required in particular circumstances ranges across a spectrum depending on both the nature of the asserted or established right and the seriousness of the potential adverse impacts on that right.

Depending on the particular circumstances, the Crown may also need to take steps to accommodate the potentially impacted Aboriginal or treaty right. For example, the Crown may be required to avoid or minimize the potential adverse impacts of the project.

III. THE CROWN'S ROLE AND RESPONSIBILITIES IN THE DELEGATED CONSULTATION PROCESS

The Crown has the responsibility for ensuring that the duty to consult, and accommodate where appropriate, is met. However, the Crown may delegate the procedural aspects of consultation to a proponent.

There are different ways in which the Crown may delegate the procedural aspects of consultation to a proponent, including through a letter, a memorandum of understanding, legislation, regulation, policy and codes of practice.

If the Crown decides to delegate procedural aspects of consultation, the Crown will generally:

- Ensure that the delegation of procedural aspects of consultation and the responsibilities of the proponent are clearly communicated to the proponent;
- Identify which Aboriginal communities must be consulted;
- Provide contact information for the Aboriginal communities;
- Revise, as necessary, the list of Aboriginal communities to be consulted as new information becomes available and is assessed by the Crown;
- Assess the scope of consultation owed to the Aboriginal communities;
- Maintain appropriate oversight of the actions taken by the proponent in fulfilling the procedural aspects of consultation;
- Assess the adequacy of consultation that is undertaken and any accommodation that may be required;
- Provide a contact within any responsible ministry in case issues arise that require direction from the Crown; and
- Participate in the consultation process as necessary and as determined by the Crown.

IV. THE PROPONENT'S ROLE AND RESPONSIBILITIES IN THE DELEGATED CONSULTATION PROCESS

Where aspects of the consultation process have been delegated to a proponent, the Crown, in meeting its duty to consult, will rely on the proponent's consultation activities and documentation of those activities. The consultation process informs the Crown's decision of whether or not to approve a proposed project or activity.

A proponent's role and responsibilities will vary depending on a variety of factors including the extent of consultation required in the circumstance and the procedural aspects of consultation the Crown has delegated to it. Proponents are often in a better position than the Crown to discuss a project and its potential impacts with Aboriginal communities and to determine ways to avoid or minimize the adverse impacts of a project.

A proponent can raise issues or questions with the Crown at any time during the consultation process. If issues or concerns arise during the consultation that cannot be addressed by the proponent, the proponent should contact the Crown.

a) What might a proponent be required to do in carrying out the procedural aspects of consultation?

Where the Crown delegates procedural aspects of consultation, it is often the proponent's responsibility to provide notice of the proposed project to the identified Aboriginal communities. The notice should indicate that the Crown has delegated the procedural aspects of consultation to the proponent and should include the following information:

- a description of the proposed project or activity;
- mapping;
- proposed timelines;
- details regarding anticipated environmental and other impacts;
- details regarding opportunities to comment; and
- any changes to the proposed project that have been made for seasonal conditions or other factors, where relevant.

Proponents should provide enough information and time to allow Aboriginal communities to provide meaningful feedback regarding the potential impacts of the project. Depending on the nature of consultation required for a project, a proponent also may be required to:

- provide the Crown with copies of any consultation plans prepared and an opportunity to review and comment;
- ensure that any necessary follow-up discussions with Aboriginal communities take place in a timely manner, including to confirm receipt of information, share and update information and to address questions or concerns that may arise;
- as appropriate, discuss with Aboriginal communities potential mitigation measures and/or changes to the project in response to concerns raised by Aboriginal communities;
- use language that is accessible and not overly technical, and translate material into Aboriginal languages where requested or appropriate;
- bear the reasonable costs associated with the consultation process such as, but not limited to, meeting hall rental, meal costs, document translation(s), or to address technical & capacity issues;
- provide the Crown with all the details about potential impacts on established or asserted Aboriginal or treaty rights, how these concerns have been considered and addressed by the proponent and the Aboriginal communities and any steps taken to mitigate the potential impacts;
- provide the Crown with complete and accurate documentation from these meetings and communications; and
- notify the Crown immediately if an Aboriginal community not identified by the Crown approaches the proponent seeking consultation opportunities.

b) What documentation and reporting does the Crown need from the proponent?

Proponents should keep records of all communications with the Aboriginal communities involved in the consultation process and any information provided to these Aboriginal communities.

As the Crown is required to assess the adequacy of consultation, it needs documentation to satisfy itself that the proponent has fulfilled the procedural aspects of consultation delegated to it. The documentation required would typically include:

- the date of meetings, the agendas, any materials distributed, those in attendance and copies of any minutes prepared;
- the description of the proposed project that was shared at the meeting;
- any and all concerns or other feedback provided by the communities;
- any information that was shared by a community in relation to its asserted or established Aboriginal or treaty rights and any potential adverse impacts of the proposed activity, approval or disposition on such rights;
- any proposed project changes or mitigation measures that were discussed, and feedback from Aboriginal communities about the proposed changes and measures;
- any commitments made by the proponent in response to any concerns raised, and feedback from Aboriginal communities on those commitments;
- copies of correspondence to or from Aboriginal communities, and any materials distributed electronically or by mail;
- information regarding any financial assistance provided by the proponent to enable participation by Aboriginal communities in the consultation;
- periodic consultation progress reports or copies of meeting notes if requested by the Crown;
- a summary of how the delegated aspects of consultation were carried out and the results; and
- a summary of issues raised by the Aboriginal communities, how the issues were addressed and any outstanding issues.

In certain circumstances, the Crown may share and discuss the proponent's consultation record with an Aboriginal community to ensure that it is an accurate reflection of the consultation process.

c) Will the Crown require a proponent to provide information about its commercial arrangements with Aboriginal communities?

The Crown may require a proponent to share information about aspects of commercial arrangements between the proponent and Aboriginal communities where the arrangements:

- include elements that are directed at mitigating or otherwise addressing impacts of the project;
- include securing an Aboriginal community's support for the project; or
- may potentially affect the obligations of the Crown to the Aboriginal communities.

The proponent should make every reasonable effort to exempt the Crown from confidentiality provisions in commercial arrangements with Aboriginal communities to the extent necessary to allow this information to be shared with the Crown.

The Crown cannot guarantee that information shared with the Crown will remain confidential. Confidential commercial information should not be provided to the Crown as part of the consultation record if it is not relevant to the duty to consult or otherwise required to be submitted to the Crown as part of the regulatory process.

V. WHAT ARE THE ROLES AND RESPONSIBILITIES OF ABORIGINAL COMMUNITIES' IN THE CONSULTATION PROCESS?

Like the Crown, Aboriginal communities are expected to engage in consultation in good faith. This includes:

- responding to the consultation notice;
- engaging in the proposed consultation process;
- providing relevant documentation;
- clearly articulating the potential impacts of the proposed project on Aboriginal or treaty rights; and
- discussing ways to mitigates any adverse impacts.

Some Aboriginal communities have developed tools, such as consultation protocols, policies or processes that provide guidance on how they would prefer to be consulted. Although not legally binding, proponents are encouraged to respect these community processes where it is reasonable to do so. Please note that there is no obligation for a proponent to pay a fee to an Aboriginal community in order to enter into a consultation process.

To ensure that the Crown is aware of existing community consultation protocols, proponents should contact the relevant Crown ministry when presented with a consultation protocol by an Aboriginal community or anyone purporting to be a representative of an Aboriginal community.

VI. WHAT IF MORE THAN ONE PROVINCIAL CROWN MINISTRY IS INVOLVED IN APPROVING A PROPONENT'S PROJECT?

Depending on the project and the required permits or approvals, one or more ministries may delegate procedural aspects of the Crown's duty to consult to the proponent. The proponent may contact individual ministries for guidance related to the delegation of procedural aspects of consultation for ministry-specific permits/approvals required for the project in question. Proponents are encouraged to seek input from all involved Crown ministries sooner rather than later.

Client's Guide to Preliminary Screening for Species at Risk

Ministry of the Environment, Conservation and Parks

Species at Risk Branch, Permissions and Compliance

DRAFT - May 2019

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1.0 Purpose, Scope, Background and Context

1.1 Purpose of this Guide

This guide has been created to:

- help clients better understand their obligation to gather information and complete a preliminary screening for species at risk before contacting the ministry,
- outline guidance and advice clients can expect to receive from the ministry at the preliminary screening stage,
- help clients understand how they can gather information about species at risk by accessing publicly available information housed by the Government of Ontario, and
- provide a list of other potential sources of species at risk information that exist outside the Government of Ontario.

It remains the client's responsibility to:

- carry out a preliminary screening for their projects,
- obtain best available information from all applicable information sources,
- conduct any necessary field studies or inventories to identify and confirm the presence or absence of species at risk or their habitat,
- consider any potential impacts to species at risk that a proposed activity might cause, and
- comply with the *Endangered Species Act* (ESA).

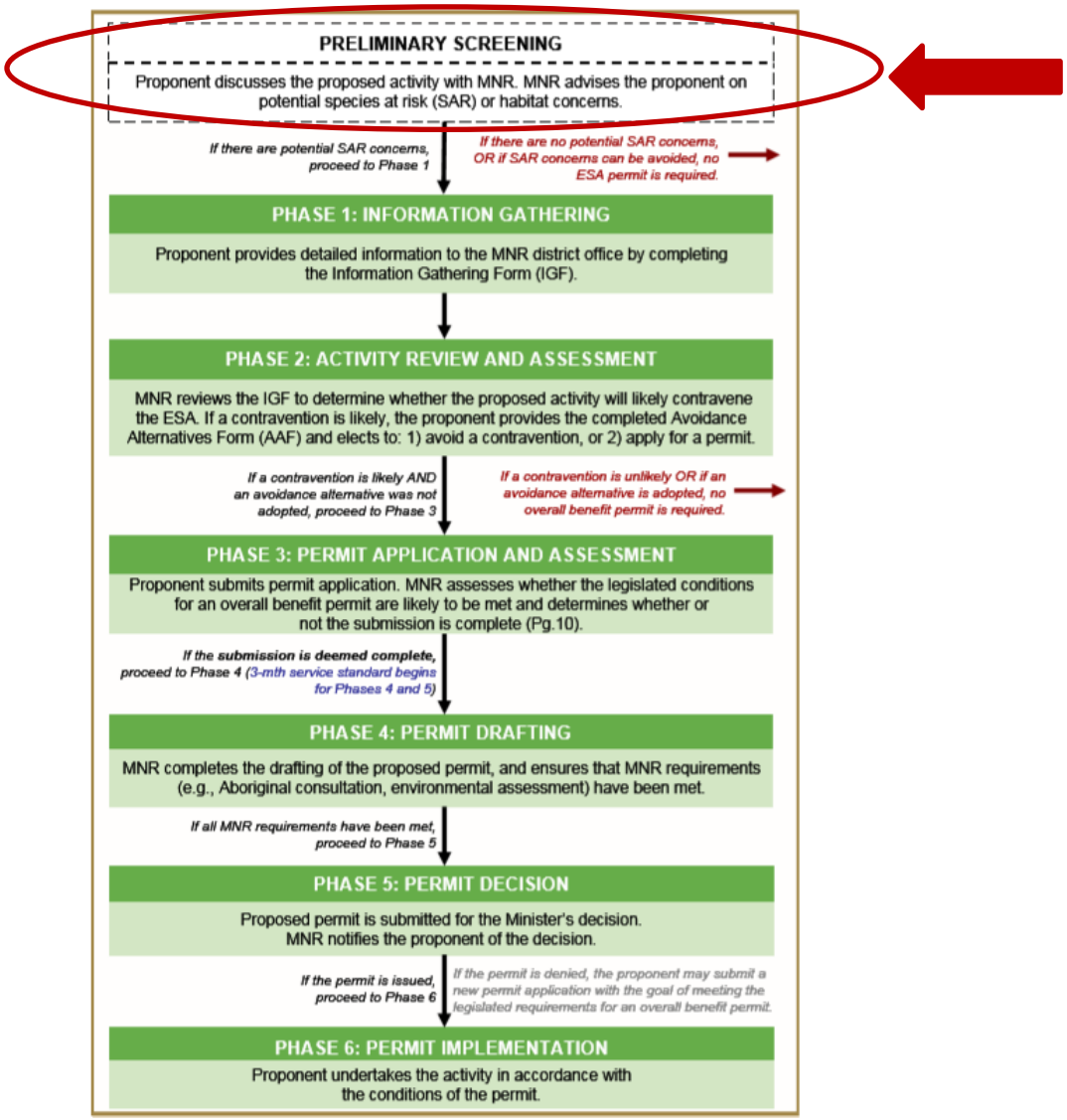
To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide, at a minimum, prior to contacting Government of Ontario ministry offices for further information or advice.

1.2 Scope

This guide is a resource for clients seeking to understand if their activity is likely to impact species at risk or if they are likely to trigger the need for an authorization under the ESA. It is not intended to circumvent any detailed site surveys that may be necessary to document species at risk or their habitat nor to circumvent the need to assess the impacts of a proposed activity on species at risk or their habitat. This guide is not an exhaustive list of available information sources for any given area as the availability of information on species at risk and their habitat varies across the province. This guide is intended to support projects and activities carried out on Crown and private land, by private landowners, businesses, other provincial ministries and agencies, or municipal government.

1.3 Background and Context

To receive advice on their proposed activity, clients must first determine whether any species at risk or their habitat exist or are likely to exist at or near their proposed activity, and whether their proposed activity is likely to contravene the ESA. Once this step is complete, clients may contact the ministry at SAROntario@ontario.ca to discuss the main purpose, general methods, timing and location of their proposed activity as well as information obtained about species at risk and their habitat at, or near, the site. At this stage, the ministry can provide advice and guidance to the client about potential species at risk or habitat concerns, measures that the client is considering to avoid adverse effects on species at risk or their habitat and whether additional field surveys are advisable. This is referred to as the "Preliminary Screening" stage. For more information on additional phases in the diagram below, please refer to the *Endangered Species Act Submission Standards for Activity Review and 17(2)(c) Overall Benefit Permits* policy available online at https://www.ontario.ca/page/species-risk-overall-benefit-permits. Please note: any reference to MNR in the diagram is replaced by MECP.



2.0 Roles and Responsibilities

To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide prior to contacting Government of Ontario ministry offices for further information or advice.

Step 1: Client seeks information regarding species at risk or their habitat that exist, or are likely to exist, at or near their proposed activity by referring to all applicable information sources identified in this guide.

Step 2: Client reviews and consider guidance on whether their proposed activity is likely to contravene the ESA (see section 3.4 of this guide for guidance on what to consider).

Step 3: Client gathers information identified in the checklist in section 4 of this guide.

Step 4: Client contacts the ministry at SAROntario@ontario.ca to discuss their preliminary screening. Ministry staff will ask the client questions about the main purpose, general methods, timing and location of their proposed activity as well as information obtained about species at risk and their habitat at, or near, the site. Ministry staff will also ask the client for their interpretation of the impacts of their activity on species at risk or their habitat as well as measures the client has considered to avoid any adverse impacts.

Step 5: Ministry staff will provide advice on next steps.

Option A: Ministry staff may advise the client they can proceed with their activity without an authorization under the ESA where the ministry is confident that:

- no protected species at risk or habitats are likely to be present at or near the proposed location of the activity; or
- protected species at risk or habitats are known to be present but the activity is not likely to contravene the ESA; or
- through the adoption of avoidance measures, the modified activity is not likely to contravene the ESA.

Option B: Ministry staff may advise the client to proceed to Phase 1 of the overall benefit permitting process (i.e. Information Gathering in the previous diagram), where:

- there is uncertainty as to whether any protected species at risk or habitats are present at or near the proposed location of the activity; or
- the potential impacts of the proposed activity are uncertain; or
- ministry staff anticipate the proposed activity is likely to contravene the ESA.

3.0 Information Sources

Land Information Ontario (LIO) and the Natural Heritage Information Centre (NHIC) maintain and provide information about species at risk, as well as related information about fisheries, wildlife, crown lands, protected lands and more. This information is made available to organizations, private individuals, consultants, and developers through online sources and is often considered under various pieces of legislation or as part of regulatory approvals and planning processes.

The information available from LIO or NHIC and the sources listed in this guide should not be considered as a substitute for site visits and appropriate field surveys. Generally, this information can be regarded as a starting point from which to conduct further field surveys, if needed. While this data represents best available current information, it is important to note that a lack of information for a site does not mean that species at risk or their habitat are not present. There are many areas where the Government of Ontario does not currently have information, especially in more remote parts of the province. The absence of species at risk location data at or near your site does not necessarily mean no species at risk are present at that location. On-site assessments can better verify site conditions, identify and confirm presence of species at risk and/or their habitats.

Information on the location (i.e. observations and occurrences) of species at risk is considered sensitive and therefore publicly available only on a 1km square grid as opposed to as a detailed point on a map. This generalized information can help you understand which species at risk are in the general vicinity of your proposed activity and can help inform field level studies you may want to undertake to confirm the presence, or absence of species at risk at or near your site.

Should you require specific and detailed information pertaining to species at risk observations and occurrences at or near your site on a finer geographic scale; you will be required to demonstrate your need to access this information, to complete data sensitivity training and to obtain a Sensitive Data Use License from the NHIC. Information on how to obtain a license can be found online at https://www.ontario.ca/page/get-natural-heritage-information.

Many organizations (e.g. other Ontario ministries, municipalities, conservation authorities) have ongoing licensing to access this data so be sure to check if your organization has this access and consult this data as part of your preliminary screening if your organization already has a license.

3.1 Make a Map: Natural Heritage Areas

The Make a Natural Heritage Area Map (available online at https://www.ontario.ca/page/make-natural-heritage-area-map provides public access to natural heritage information, including species at risk, without the user needing to have Geographic Information System (GIS) capability. It allows users to view and identify generalized species at risk information, mark areas of interest, and create and print a custom map directly from the web application. The tool also shows topographic information such as roads, rivers, contours and municipal boundaries.

Users are advised that sensitive information has been removed from the natural areas dataset and the occurrences of species at risk has been generalized to a 1-kilometre grid to mitigate the risks to the species (e.g. illegal harvest, habitat disturbance, poaching).

The web-based mapping tool displays natural heritage data, including:

- Generalized Species at risk occurrence data (based on a 1-km square grid),
- Natural Heritage Information Centre data.

Data cannot be downloaded directly from this web map; however, information included in this application is available digitally through Land Information Ontario (LIO) at https://www.ontario.ca/page/land-information-ontario.

3.2 Land Information Ontario (LIO)

Most natural heritage data is publicly available. This data is managed in a large provincial corporate database called the LIO Warehouse and can be accessed online through the LIO Metadata Management Tool at https://www.javacoeapp.lrc.gov.on.ca/geonetwork/srv/en/main.home. This tool provides descriptive information about the characteristics, quality and context of the data. Publicly available geospatial data can be downloaded directly from this site.

While most data are publicly available, some data may be considered highly sensitive (i.e. nursery areas for fish, species at risk observations) and as such, access to some data maybe restricted.

3.3 Additional Species at Risk Information Sources

- The Breeding Bird Atlas can be accessed online at http://www.birdsontario.org/atlas/index.jsp?lang=en
- eBird can be accessed online at https://ebird.org/home
- iNaturalist can be accessed online at https://www.inaturalist.org/
- The Ontario Reptile and Amphibian Atlas can be accessed online at https://ontarionature.org/programs/citizen-science/reptile-amphibian-atlas
- Your local Conservation Authority. Information to help you find your local Conservation Authority can be accessed online at https://conservationontario.ca/conservation-authorities/find-a-conservation-authority/

  Local naturalist groups or other similar community-based organizations
- Local Indigenous communities
- Local land trusts or other similar Environmental Non-Government Organizations
- Field level studies to identify if species at risk, or their habitat, are likely present or absent at or near the site.
- When an activity is proposed within one of the continuous caribou ranges, please be sure to consider the caribou Range Management Policy. This policy includes figures and maps of the continuous caribou range, can be found online at https://www.ontario.ca/page/range-management-policy-support-woodland-caribou-conservation-and-recovery

3.4 Information Sources to Support Impact Assessments

- Guidance to help you understand if your activity is likely to adversely impact species at risk or their habitat can be found online at https://www.ontario.ca/page/policy-guidance-harm-and-harass-under-endangered-species-act and https://www.ontario.ca/page/categorizing-and-protecting-habitat-under-endangered-species-act
- A list of species at risk in Ontario is available online at https://www.ontario.ca/page/species-risk-ontario. On this webpage, you can find out more about each species, including where is lives, what threatens it and any specific habitat protections that apply to it by clicking on the photo of the species.

4.0 Check-List

Please feel free to use the check list below to help you confirm you have explored all applicable information sources and to support your discussion with Ministry staff at the preliminary screening stage.

- ✓ Land Information Ontario (LIO)
- ✓ Natural Heritage Information Centre (NHIC)
- ✓ The Breeding Bird Atlas
- ✓ eBird
- ✓ iNaturalist
- ✓ Ontario Reptile and Amphibian Atlas
- ✓ List Conservation Authorities you contacted:_____

  _____
- ✓ List local naturalist groups you contacted:_____

  _____
- ✓ List local Indigenous communities you contacted:_____

  _____
- ✓ List any other local land trusts or Environmental Non-Government Organizations you contacted:_____

  _____
- ✓ List and field studies that were conducted to identify species at risk, or their habitat, likely to be present or absent at or near the site: _____

  _____
- ✓ List what you think the likely impacts of your activity are on species at risk and their habitat (e.g. damage or destruction of habitat, killing, harming or harassing species at risk):_____

  _____

APPENDIX

A-4.2.2 MCM CONSULTATION

Vijayakumar, Roslyn

From: Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>
Sent: Tuesday, April 11, 2023 12:07 PM
To: RMaiden@centrewellington.ca
Cc: Senior, Matt; Talpur, Mir
Subject: RE: File 0018769: Notice of Study Commencement - SWM Master Plan for the Township of Centre Wellington
Attachments: 2023-04-11_CW_SMMP-MCM-Ltr.pdf

CAUTION: External email. Please do not click on links/attachments unless you know the content is genuine and safe.

Ryan Maiden,

Please find attached our initial advice on the above referenced undertaking.

Please note that the responsibility for administration of the *Ontario Heritage Act* and matters related to cultural heritage have been transferred from the Ministry of Tourism, Culture and Sport (MTCS) to the Ministry of Citizenship and Multiculturalism (MCM). Individual staff roles and contact information remain unchanged. Please continue to send any notices, report and/or documentation to both Karla Barboza and myself.

Please do not hesitate to contact me with any questions or concerns.

Regards,

Joseph Harvey | Heritage Planner
Citizenship, Inclusion and Heritage Division | Heritage Branch | Heritage Planning Unit
Ministry of Citizenship and Multiculturalism
613.242.3743
Joseph.Harvey@ontario.ca

From: Talpur, Mir <mir.talpur@wsp.com>
Sent: March-17-23 8:55 AM
To: Talpur, Mir <mir.talpur@wsp.com>
Cc: Ryan Maiden <RMaiden@centrewellington.ca>; Senior, Matt <matt.senior@wsp.com>; Vijayakumar, Roslyn <roslyn.vijayakumar@wsp.com>
Subject: Notice of Study Commencement - SWM Master Plan for the Township of Centre Wellington

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

17 March 2023

Notice of Study Commencement
Stormwater Management Master Plan for the Township of Centre Wellington

The Township of Centre Wellington has initiated a Municipal Class Environmental Assessment Study to prepare a Stormwater Management Master Plan for the communities of Fergus and Elora to ensure that stormwater is effectively managed. This assessment will help identify the capacities and constraints of the existing stormwater management system, evaluate opportunities to improve conveyance and water quantity and quality control, and provide short- and long-range planning alternatives to improve the Township's stormwater infrastructure including an implementation plan.

The purpose of this email is to share with you the attached Notice of Study Commencement. A project webpage is also set up to host project information and documents and to provide updates, as this study progresses: https://www.connectcw.ca/swm-master-plan

Sincerely,

Mir Ahsan Talpur, M.Env.Sc., EP
Senior Environmental Planner
He/Him
M+ 1 647-545-8974

WSP E&I Canada Limited
3450 Harvester Road, Suite 100
Burlington, Ontario
L7N 3W5 Canada

wsp.com

Please be aware that, effective September 21st, 2022, Wood Environment & Infrastructure Solutions Canada Limited was acquired by WSP.

NOTICE: This communication and any attachments ("this message") may contain information which is privileged, confidential, proprietary or otherwise subject to restricted disclosure under applicable law. This message is for the sole use of the intended recipient(s). Any unauthorized use, disclosure, viewing, copying, alteration, dissemination or distribution of, or reliance on, this message is strictly prohibited. If you have received this message in error, or you are not an authorized or intended recipient, please notify the sender immediately by replying to this message, delete this message and all copies from your e-mail system and destroy any printed copies.

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Ministry of Citizenship and Multiculturalism

Heritage Planning Unit
Heritage Branch
Citizenship, Inclusion and Heritage Division
5th Flr, 400 University Ave
Tel.: 613.242.3743

Ministère des Affaires civiques et du Multiculturalisme

Unité de la planification relative au patrimoine
Direction du patrimoine
Division des affaires civiques, de l'inclusion et du patrimoine
Tél.: 613.242.3743

April 11, 2023 VIA EMAIL ONLY

Ryan Maiden, P.Eng
Water and Wastewater Capital Project Manager
Township of Centre Wellington
RMaiden@centrewellington.ca

MCM File	**:**	**0018769**
Proponent	**:**	**Township of Centre Wellington**
Subject	**:**	**Notice of Commencement - Master Plan**
Project	**:**	**Stormwater Management Master Plan for the Township of Centre Wellington**
Location	**:**	**Township of Centre Wellington**

Dear Ryan Maiden:

Thank you for providing the Ministry of Citizenship and Multiculturalism (MCM) with the Notice of Commencement for this project.

MCM's interest in this master plan relates to it's mandate of conserving Ontario's cultural heritage, which includes archaeological resources, built heritage resources and cultural heritage landscapes.

MCM understands that master plans are long range plans which integrate infrastructure requirements for existing and future land use with environmental assessment planning principles. The Municipal Class Environmental Assessment (MCEA) outlines a framework for master plan and associated studies which should recognize the planning and design Process of this Class EA, and should incorporate the key principles of successful environmental assessment planning identified in Section A.1.1. The master planning process will, at minimum, address Phases 1 and 2 of the Planning and Design Process of the MCEA.

This letter provides advice on how to incorporate consideration of cultural heritage in the above-mentioned master planning process by outlining the technical cultural heritage studies and the level of detail required to address cultural heritage in master plans. In accordance with the MCEA, cultural heritage resources should be identified early in the process in order to determine known and potential resources and potential impacts.

Master Plan Summary
The Township of Centre Wellington has initiated a Municipal Class Environmental Assessment Study to prepare a Stormwater Management Master Plan for the communities of Fergus and Elora to ensure that stormwater (runoff generated by rainfall and snowmelt) is effectively managed. This Municipal Class Environmental Assessment Study is being carried out in accordance with the

requirements for Master Plans as outlined in the Municipal Engineers Association's Municipal Class Environmental Assessment (Class EA) document (October 2000, as amended in 2007, 2011 & 2015). This study will address Phases 1 and 2 of the Municipal Class Environmental Assessment Study process to identify any problems or opportunities within the Stormwater Management System, Identify alternative solutions and establish preferred solutions.

Identifying Cultural Heritage Resources

MCM understands that the final public notice for the master plan could become the notice of completion for the Schedule B and C MCEAs within it and that this approach would likely result in extensive documentation should the master plan include numerous Schedule C MCEA undertakings. In regards to cultural heritage resources the Master Plan Document should;

- identify existing baseline environmental conditions,
- identify expected environmental impacts and,
- Include measures to mitigate potential negative impacts.

Archaeological Resources

Any undertakings as part of the master plan should be screened using the Ministry's *Criteria for Evaluating Archaeological Potential* and *Criteria for Evaluating Marine Archaeological Potential* to determine if an archaeological assessment is needed. If the EA project area exhibits archaeological potential, then an archaeological assessment (AA) should be undertaken by an archaeologist licensed under the Ontario Heritage Act and submitted for MCM review prior to the completion of the master plan.

Built Heritage Resources and 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. The Ministry 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.

Where a known or potential built heritage resource or cultural heritage landscape may be directly and adversely impacted, and where it has not yet been evaluated for Cultural Heritage Value or Interest (CHVI), completion of a Cultural Heritage Evaluation Report (CHER) is required to fully understand its CHVI and level of significance. The CHER must be completed as part of the final EA report. If a potential resource is found to be of CHVI, then a Heritage Impact Assessment (HIA) will need to be undertaken and included in the final EA report. Our Ministry's *Info Sheet #5: Heritage Impact Assessments and Conservation Plans* outlines the scope of HIAs. Please send the HIA to MCM for review and make it available to local organizations or individuals who have expressed interest in review.

While some cultural heritage landscapes are contained within individual property boundaries, others span across multiple properties. For certain cultural heritage landscapes, it will be more appropriate for the CHER and HIA to include multiple properties, in order to reflect the extent of that cultural heritage landscape in its entirety.

Community input should be sought to identify locally recognized and potential cultural heritage resources. Sources include, but are not limited to, municipal heritage committees, community heritage registers, 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
Technical cultural heritage studies are to 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. Please advise MCM whether any technical heritage studies will be completed for this master plan and provide them to MCM before issuing a Notice of Completion.

Please note that the responsibility for administration of the *Ontario Heritage Act* and matters related to cultural heritage have been transferred from the Ministry of Tourism, Culture and Sport (MTCS) to the Ministry of Citizenship and Multiculturalism (MCM). Individual staff roles and contact information remain unchanged. Please continue to send any notices, report and/or documentation to both Karla Barboza and myself.

- Karla Barboza, Team Lead - Heritage | Heritage Planning Unit (Citizenship and Multiculturalism) | 416-660-1027 | karla.barboza@ontario.ca
- Joseph Harvey, Heritage Planner | Heritage Planning Unit (Citizenship and Multiculturalism) | 613. 242. 3743 | joseph.harvey@ontario.ca

Thank you for consulting MCM on this project. Please continue to do so through the master plan process and contact myself with any questions or concerns.

Sincerely,

Joseph Harvey
Heritage Planner
Heritage Planning Unit
joseph.harvey@Ontario.ca

Copied to: Matt Senior, Associate Engineer, WSP E&I Canada Limited
Trish Edmond,Team Lead Waste, WSP E&I Canada Limited

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. The Ministry of Citizenship and Multiculturalism (MCM) 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 MCM 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.

Should previously undocumented archaeological resources be discovered, they may be a new archaeological site and therefore subject to Section 48(1) of the *Ontario Heritage Act*. The proponent or person discovering the archaeological resources must cease alteration of the site immediately and engage a licensed consultant archaeologist to carry out an archaeological assessment, in compliance with Section 48(1) of the *Ontario Heritage Act*.

The *Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c.33* requires that any person discovering human remains must cease all activities immediately and notify the police or coroner. If the coroner does not suspect foul play in the disposition of the remains, in accordance with *Ontario Regulation 30/11* the coroner shall notify the Registrar, Ontario Ministry of Public and Business Service Delivery, which administers provisions of that Act related to burial sites. In situations where human remains are associated with archaeological resources, the Ministry of Citizenship and Multiculturalism should also be notified (at archaeology@ontario.ca) to ensure that the archaeological site is not subject to unlicensed alterations which would be a contravention of the *Ontario Heritage Act*.

APPENDIX

A-4.2.3 GRCA CONSULTATION

Vijayakumar, Roslyn

From: Jessica Conroy <jconroy@grandriver.ca>
Sent: Monday, March 27, 2023 10:48 AM
To: 'Senior, Matt'; RMaiden@centrewellington.ca; mir.talpur@wsp.com
Subject: RE: Notice of Study Commencement - SWM Master Plan for the Township of Centre Wellington
Attachments: Centre Wellington SWM Master Plan - Notice of Commencement - GRCA Comments.pdf

CAUTION: External email. Please do not click on links/attachments unless you know the content is genuine and safe.

Good morning,

Please find attached GRCA comments on the Notice of Study Commencement for SWM Master Plan for the Township of Centre Wellington.

Thank you,
Jessica

Jessica Conroy, MES Pl.
Resource Planner
Grand River Conservation Authority

400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
Office: 519-621-2763 ext. 2230
Toll-free: 1-866-900-4722
Email: jconroy@grandriver.ca
www.grandriver.ca | Connect with us on social media

From: Talpur, Mir <mir.talpur@wsp.com>
Sent: Friday, March 17, 2023 8:55 AM
To: Talpur, Mir <mir.talpur@wsp.com>
Cc: Ryan Maiden <RMaiden@centrewellington.ca>; Senior, Matt <matt.senior@wsp.com>; Vijayakumar, Roslyn <roslyn.vijayakumar@wsp.com>
Subject: Notice of Study Commencement - SWM Master Plan for the Township of Centre Wellington

17 March 2023

Notice of Study Commencement
Stormwater Management Master Plan for the Township of Centre Wellington

The Township of Centre Wellington has initiated a Municipal Class Environmental Assessment Study to prepare a Stormwater Management Master Plan for the communities of Fergus and Elora to ensure that stormwater is effectively managed. This assessment will help identify the capacities and constraints of the existing stormwater management system, evaluate opportunities to improve conveyance and water quantity and quality control, and provide short- and long-range planning alternatives to improve the Township's stormwater infrastructure including an implementation plan.

The purpose of this email is to share with you the attached Notice of Study Commencement. A project webpage is also set up to host project information and documents and to provide updates, as this study progresses: https://www.connectcw.ca/swm-master-plan

Sincerely,

Mir Ahsan Talpur, M.Env.Sc., EP
Senior Environmental Planner
He/Him
M+ 1 647-545-8974

WSP E&I Canada Limited
3450 Harvester Road, Suite 100
Burlington, Ontario
L7N 3W5 Canada

wsp.com

Please be aware that, effective September 21st, 2022, Wood Environment & Infrastructure Solutions Canada Limited was acquired by WSP.

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Administration Centre: 400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6
Phone: 519-621-2761 Toll free: 1-866-900-4722 Fax: 519-621-4844 www.grandriver.ca

March 27, 2023 via email

Ryan Maiden
Water and Wastewater Capital Project Manager
Township of Centre Wellington
RMaiden@centrewellington.ca

Matt Senior
Associate Engineer – Water Resources
WSP E&I Canada Limited
matt.senior@wsp.com

Re: Notice of Study Commencement
Stormwater Management Master Plan for the Township of Centre Wellington
Township of Centre Wellington, Wellington County

Thank you for circulating our office the Notice of Study Commencement for the Municipal Class Environmental Assessment (EA) Study to prepare a Stormwater Management Master Plan for the communities of Fergus and Elora to ensure that stormwater is effectively managed.

We request that our office remains notified of any information pertaining to the EA as it becomes available.

The study area contains natural hazard and natural heritage features including the Grand River, Irvine Creek and other associated tributaries, as well as floodplain, slope erosion, slope valley, wetlands, and the associated regulated allowances to these features.

These features and their allowances are regulated under Ontario Regulation 150/06. Any future development or site alteration within the regulated areas may require the issuance of a Development, Interference with Wetlands and Alterations to Shorelines and Watercourses permit from the GRCA. A copy of our resource mapping is attached for reference.

If you have any questions or require additional information, please contact Jessica Conroy, Resource Planner, at 519-621-2763 ext. 2230 or jconroy@grandriver.ca.

Sincerely,



Laura Warner
Assistant Supervisor of Resource Planning
Grand River Conservation Authority
LW/jc

Enclosed: GRCA Maps of Study Area