

Appendix H

Agency and Stakeholder Consultation Record





External Agency and Stakeholder Contact List



Greenhouse Road Reconstruction and Extension
External Agency and Stakeholder Contact List

Category	Last Name	First Name	Organization	Department	Position	Email Address	Address	City	Province	Postal Code
Indigenous Contact			Haudenosaunee Development Institute		Notification Inbox	info@hdi.land				
Indigenous Contact	Detlor	Aaron	Haudenosaunee Development Institute		Detlor Law - Lawyer	aaron@detlorlaw.com				
Indigenous Contact	Detlor	Joshua	Haudenosaunee Development Institute		Detlor Law - Policy and Technical Analyst	josh@detlorlaw.com				
Indigenous Contact	Linklater	Jake	Haudenosaunee Development Institute		Detlor Law - Lawyer	jake@detlorlaw.com				
Indigenous Contact	Doolittle	Brian	Haudenosaunee Development Institute		HCCC Delegate	ganowa@me.com				
Indigenous Contact	Williams	Todd	Haudenosaunee Development Institute		Monitoring Program Coordinator	toddwilliams@hdi.land	PO Box 714	Ohsweken	Ontario	N0A 1M0
Indigenous Contact	Williams	Raechelle	Haudenosaunee Development Institute		HDI Environmental Supervisor	raechellewilliams@hdi.land	PO Box 714	Ohsweken	Ontario	N0A 1M0
Indigenous Contact	Martin	Sharann	Haudenosaunee Development Institute		Archaeological Monitor	sharannmartin@hdi.land	PO Box 714	Ohsweken	Ontario	N0A 1M0
Indigenous Contact	General	Tracey	Haudenosaunee Development Institute		Office Manager	traceyghdi@gmail.com	PO Box 714	Ohsweken	Ontario	N0A 1M0
Indigenous Contact	LaForme	Abby	Mississaugas of the New Credit First Nations		Director, Department of Consultation and Accommodation	Abby.LaForme@mncfn.ca	4065 Highway 6 North	Hagersville	Ontario	N0A 1H0
Indigenous Contact	LaForme	Adam	Mississaugas of the New Credit First Nations		Archaeological Operations Supervisor	adam.laforme@mncfn.ca	4065 Highway 6 North	Hagersville	Ontario	N0A 1H0
Indigenous Contact			Mississaugas of the New Credit First Nations		Notification Inbox	communications@mncfn.ca				
Indigenous Contact	LaForme	Dawn	Six Nations of the Grand River		Secretary / Receptionist · Six Nation Lands and Resources	dlaforme@sixnations.ca	2498 Chiefswood Road, P.O. Box 5000	Ohsweken	Ontario	N0A 1M0
Indigenous Contact	Hill-Montour	Tanya	Six Nations of the Grand River		Archaeological Supervisor	tanyahill-montour@sixnations.ca	2498 Chiefswood Road, P.O. Box 5000	Ohsweken	Ontario	N0A 1M0
Agency Contact	Vallins	Michael	Canadian National Railway		Manager	michael.vallins@cn.ca	1 Administration Road	Concord	Ontario	L4K 1B9
					Public Works	proximity@cn.ca				
Agency Contact	Linder	Stefan	Canadian National Railway		Senior Manager, Regulatory Affairs	stefan.linder@cn.ca	1 Administration Road	Concord	Ontario	L4K 1B9
Agency Contact	Carello	Jack	Canadian Pacific Railway		Manager Utilities, Engineering Services	jack_carello@cpr.ca	1290 Central Parkway W Suite 800	Mississauga	Ontario	L5C 4R3
Agency Contact	Buck	Graham	K-W Field Naturalists		President	buckgraham@hotmail.com				
Agency Contact			Infrastructure Ontario			noticereview@infrastructureontario.ca				
Agency Contact	Boyd	Erick	Ministry of Municipal Affairs & Housing	Western Municipal Services Office	Manager, Community Planning and Development	erick.boyd@ontario.ca	659 Exeter Road, 2nd Floor	London	Ontario	N6E 1L3
Agency Contact	Thornton	Ian	Ministry of Natural Resources and Forestry	Guelph District	Supervisor	ian.thornton@ontario.ca	`	Guelph	Ontario	N1G 4Y2
Agency Contact	Marriott	Dave	Ministry of Natural Resources and Forestry	Guelph District		david.marriott@ontario.ca	1 Stone Road West	Guelph	Ontario	N1G 4Y2
Agency Contact	Capelle	Pauline	Ministry of Natural Resources and Forestry	Land Use Planning and Strategic Issues Section, Southern Region	Regional Planner	Pauline.Capelle@Ontario.ca	705-761-5633			
Agency Contact	Del Villar Cuicas	Joan	Ministry of the Environment, Conservation & Parks		EA/Planning Coordinator	joan.delvillarcuicas@ontario.ca				
Agency Contact			Ministry of the Environment, Conservation & Parks		MECP EA Regional Inbox	eanotification.wcregion@ontario.ca				
Agency Contact	Abrazhevic	Anastasia	Ministry of Citizenship and Multiculturalism	Heritage Planning Unit	Heritage Planner	Anastasia.Abrazhevic2@ontario.ca	401 Bay Street Suite 1700	Toronto	Ontario	M7A 0A7
Agency Contact	Barboza	Karla	Ministry of Citizenship and Multiculturalism	Heritage Planning Unit	Team Lead(A), Heritage	karla.barboza@ontario.ca	401 Bay Street Suite 1700	Toronto	Ontario	M7A 0A7
Agency Contact			Ministry of Agriculture, Food and Rural Affairs			omafra.eanotices@ontario.ca				
Agency Contact	Howard	Scott	Ministry of Transportation		Senior Project Manager	scott.howard@ontario.ca				
Agency Contact	Mahabir	Geddes	Ministry of Transportation	Design and Engineering Branch	Manager Highway Operations, West Operations Division	geddes.mahabir@ontario.ca	659 Exeter Road, 2nd Floor	London	Ontario	N6E 1L3
Agency Contact			Metrolinx			development.coordinator@metrolinx.com	20 Bay Street Suite 600	Toronto	Ontario	M5J 2W3
Agency Contact	Hays	Scott	Metrolinx	Development	Development Coordinator	scott.hays@metrolinx.com	20 Bay Street Suite 600	Toronto	Ontario	M5J 2W3
Agency Contact	Heywood	Trevor	Grand River Conservation Authority		Resource Planner	theywood@grandriver.ca	P.O. Box 729, 400 Clyde Road	Cambridge	Ontario	N1R 5W6
Agency Contact	Passy	Jennifer	Waterloo Catholic District School Board		Manager of Planning	planning@wcdsb.ca	35 Weber St. W., — Unit A PO Box 91116	Kitchener	Ontario	N2G 4G2
Agency Contact	Callon	Shawn	Waterloo Regional District School Board		Principal Planner	shawn_callon@wrdsb.ca planning@wrdsb.ca	51 Ardelt Avenue	Kitchener	Ontario	N2C 2R5
Agency Contact	Vanpelt	John	Woodland Christian High School		Prinicpal	j.vanpelt@woodland.on.ca	1058 Spitzig Rd	Breslau	Ontario	N0B 1M0
Agency Contact			St. John's-Kilmarnock School			info@sjkschool.org	2201 Shantz Station Rd	Breslau	Ontario	N0B 1M0
Agency Contact		Keith	Student Transportation Services of Waterloo Region		Operations Supervisor	keith_prudham@stswr.ca	102-550 Bingemans Centre Dr.	Kitchener	Ontario	N2B 3X9
Municipality	Dolishny	Kevin	Region of Waterloo	Water Services	Senior Engineer	kdolishny@regionofwaterloo.ca	150 Frederick Street	Kitchener	Ontario	N2G 4J3
Municipality	Gurney	Jane	Region of Waterloo	Planning, Development and Legislative Services	Principal Planner	JGurney@regionofwaterloo.ca	150 Frederick Street	Kitchener	Ontario	N2G 4J3
Municipality	Van de Keere	Steve	Region of Waterloo	Transportation & Environmental Services	Director, Transportation	svanDeKeere@regionofwaterloo.ca	150 Frederick Street	Kitchener	Ontario	N2H 6T1
Municipality	Koehler	Christine	City of Waterloo	Transportation	Manager, Transportation Services	christine.koehler@waterloo.ca	Service Centre, 265 Lexington Court	Waterloo	Ontario	N2J 4A8
Municipality	Coady	Bridget	Region of Waterloo	Planning, Development and Legislative Services	Principal Planner, Cultural Heritage	bcoady@regionofwaterloo.ca	150 Frederick Street, 8th Floor	Kitchener	Ontario	N2G 4J3
Municipality	Van Valkenburg	Stephen	Region of Waterloo	Region of Waterloo EMS		svanvalkenburg@regionofwaterloo.ca	120 Maple Grove Road	Cambridge	Ontario	N0B 2N0
Municipality	Allen	Steve	City of Kitchener	Engineering Services	Manager, Engineering Design and Approvals	steve.allen@kitchener.ca	200 King Street West	Kitchener	Ontario	N2G 4G7
Utility			Hydro One			SecondaryLandUse@HydroOne.com				
Utility	Boulton	Brad	Bell Canada		Manager	bradley.boulton@bell.ca	575 Riverbend Drive	Kitchener	Ontario	N2K 3S3
Utility	Huang	Yvonne	Union Gas Limited			YHuang@uniongas.com	603 Kumpf Drive	Waterloo	Ontario	N2J 4A4
Utility	Stauffer	John	Union Gas Limited		Distrubution System Development	JStauffer@uniongas.com	603 Kumpf Drive	Waterloo	Ontario	N2J 4A4
Utility			Waterloo North Hydro			eclerk@wnhydro.com	526 Country Squire Road	Waterloo	Ontario	N2J 4G8
Utility	Wright	Marion	Rogers Communications		Planning Coordinator	marion.wright@rci.rogers.com	3573 Wolfedale Road	Mississauga	Ontario	L5C 3T6
Utility	Moffat	Dana	Telus			dana.moffat@telus.com	25 York Street, 22nd floor	Toronto	Ontario	M5J 2V5



Meeting Minutes



Minutes of Meeting

Meeting Name:	Subject:	Attendees:	
GRCA Pre-Consultation	Project Introduction	Trevor Heywood (GRCA)	Karl Grueneis (AECOM)
		Tony Zammit (GRCA)	Samantha Zandvliet (AECOM)
		Ryan Tucker (Township of Woolwich)	Olga Hropach (AECOM)
		Steve Buckley (AECOM)	Katie Easterling (AECOM)
		Anya Yi (AECOM)	Rhonneke Van Riezen (AECOM)
Date of Meeting:	Time:		
September 29, 2022	10:00 am to 10:45 am		
Location:	Project Name:		
MS Teams	Greenhouse Road Reconstruction and Extension Project		
Prepared by:	Project #:		
Samantha Zandvliet	60683946		

Ref	Action	Responsible
01	Natural Heritage Scope of Work 2022-2023 - Scope of work includes: Desktop background review, Agency consultation (GRCA/MECP/MNRF) and one season site visit in October to confirm/complete typical investigations. - Deliverable: Natural Heritage Memorandum, including assessment of alternatives. During detailed design this will be refined based on the preferred solution. - GRCA's main interest would be the wetland boundaries. NRSI has looked at the wetlands south of railroad tracks and east of Greenhouse Road, but not in the field within the last 5 years. AECOM will need to field verify and have boundaries surveyed and confirmed by GRCA. Site visits need to happen before first frost but needs to happen mid-late October at the latest. - AECOM to set up site visit with GRCA staff in mid to late October. Wetland survey to be flagged within 120 m of the construction footprint in advance of GRCA arrival on site. - Site visit to perform and confirm flagging and terrestrial ecology is scheduled for October 13-14th - Township/AECOM to coordinate PTE ahead of those investigations	OH RT/SB
02	Regulated Watercourse and Drainage Crossings - GRCA noted on the east side of Greenhouse Road there is a regulated watercourse classified as warm fish habitat and has status under Drainage Act. - For the drainage crossing at the road extension, need to maintain or enhance existing crossing making sure that the new culvert will maintain upstream water levels - For the drainage crossing at north end of the road reconstruction, will need to upgrade north culverts to accommodate.	

Minutes of Meeting

GRCA Pre-Consultation Project Introduction

September 29, 2022

	GRCA noted that permit 129-20 was approved on April 7, 2020 (for Ariss Glen Developments) regarding upgrade work on those culverts. GRCA to forward this acceptance on for AECOM review.	TH/TZ
03	GRCA Checklist and Terms of Reference - AECOM to provide GRCA with a Terms of Reference to clarify expectations with the EIS checklist attached to it. Terms of Reference to include all relevant studies (natural heritage, fluvial, stormwater management). The EIS should address SWM impacts. - AECOM to provide drafts of the individual studies ahead of the complete draft Project File.	SB/OH/RVR/AY SB/SZ
04	Stormwater Management Design - Look to have all structural components (headwalls, outlets) outside of the wetland, and have to be within the right-of-way. - Enhanced level control for Provincially Significant Wetland discharge. OGS would be allowed as part of a treatment train approach (only credited 50% TSS removal). - GRCA to review preliminary/draft reports, if necessary. If there are questions or options regarding what types of quantity/quality controls are needed for the Project, that should be part of the EA process for a preferred solution. - GRCA would like to confirm the impacts of the increased flows to the wetland/municipal drain as part of the EA process and to be then further refined through the detailed design stage.	
05	Other Business Breslau Connector Road EA is being considered separately to this project and will not impact the proposed alternative solutions being considered for Greenhouse Road.	

PLEASE NOTE: If this report does not agree with your records of the meeting, or if there are any omissions, please advise, otherwise we will assume the contents to be correct.



Provincial Agencies



From: Del Villar Cuicas, Joan (MECP) <Joan.DelVillarCuicas@ontario.ca>
Sent: Monday, July 25, 2022 8:20 AM
To: rtucker@woolwich.ca; Buckley, Steve
Cc: Zandvliet, Samantha; Potter, Katy (MECP); Ferraro, Stefanie (MECP); Whitelaw, Clarissa (MECP)
Subject: [EXTERNAL] RE: Woolwich Township, MEA Class EA, Greenhouse Road Reconstruction and Extension Project
Attachments: Acknowledgement Letter_Township of Woolwich_Greenhouse Road Reconstruction and Expansion MCEA.pdf; Client Guide to Preliminary Screening-May 2019.pdf

Good morning,

Please find attached MECP's Letter of Acknowledgement and attachments in response to the Notice of Commencement for the Woolwich Township MCEA, Greenhouse Road Reconstruction and Extension Project.

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

Regards,

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

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: Thursday, July 21, 2022 11:38 AM
To: EA Notices to WCRegion (MECP) <eanotification.wcregion@ontario.ca>
Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>
Subject: Woolwich Township, MEA Class EA, Greenhouse Road Reconstruction and Extension Project

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

Hello,

Please find attached the Notice of Commencement and project information form for the noted Greenhouse Road Reconstruction and Extension MCEA study.

Best regards,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
D +1-905-390-2047
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040

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
Télec. : 416 314-8452



July 25, 2022

Ryan Tucker
Engineering Project Supervisor
Woolwich Township
Email: rtucker@woolwich.ca

(Via Email Only)

Steve Buckley
Project Engineer
AECOM Canada Ltd.
Email: steve.buckley@aecom.com

**Re: Greenhouse Road Reconstruction and Extension
Township of Woolwich
Schedule B Municipal Class Environmental Assessment
Response to Notice of Commencement**

Dear Ryan Tucker and Steve Buckley,

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 the Township of Woolwich 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 and 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

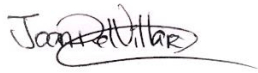
The MECP will then assess the extent of any Crown duty to consult for the circumstances and will consider whether additional steps should be taken, including what role you will be asked to play should additional steps and activities be required.

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.

Yours truly,



Joan Del Villar C
Regional Environmental Planner – West Central Region

cc Katy Potter, Supervisor (A), Environmental Assessment Services, MECP
Stephanie Ferraro, Guelph District Manager (A), MECP
Clarissa Whitelaw, Guelph District Supervisor, MECP
Samantha Zandvliet, Environmental Planner, Impact Assessment and Permitting, AECOM

Attach: Areas of Interest
A Proponent's Introduction to the Delegation of Procedural Aspects of Consultation with
Aboriginal Communities

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 mitigate 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***

Table of Contents

1.0 Purpose, Scope, Background and Context	3
1.1 Purpose of this Guide.....	3
1.2 Scope.....	3
1.3 Background and Context.....	4
2.0 Roles and Responsibilities	5
3.0 Information Sources	6
3.1 Make a Map: Natural Heritage Areas	7
3.2 Land Information Ontario (LIO)	7
3.3 Additional Species at Risk Information Sources.....	8
3.4 Information Sources to Support Impact Assessments	8
4.0 Check-List	9

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).

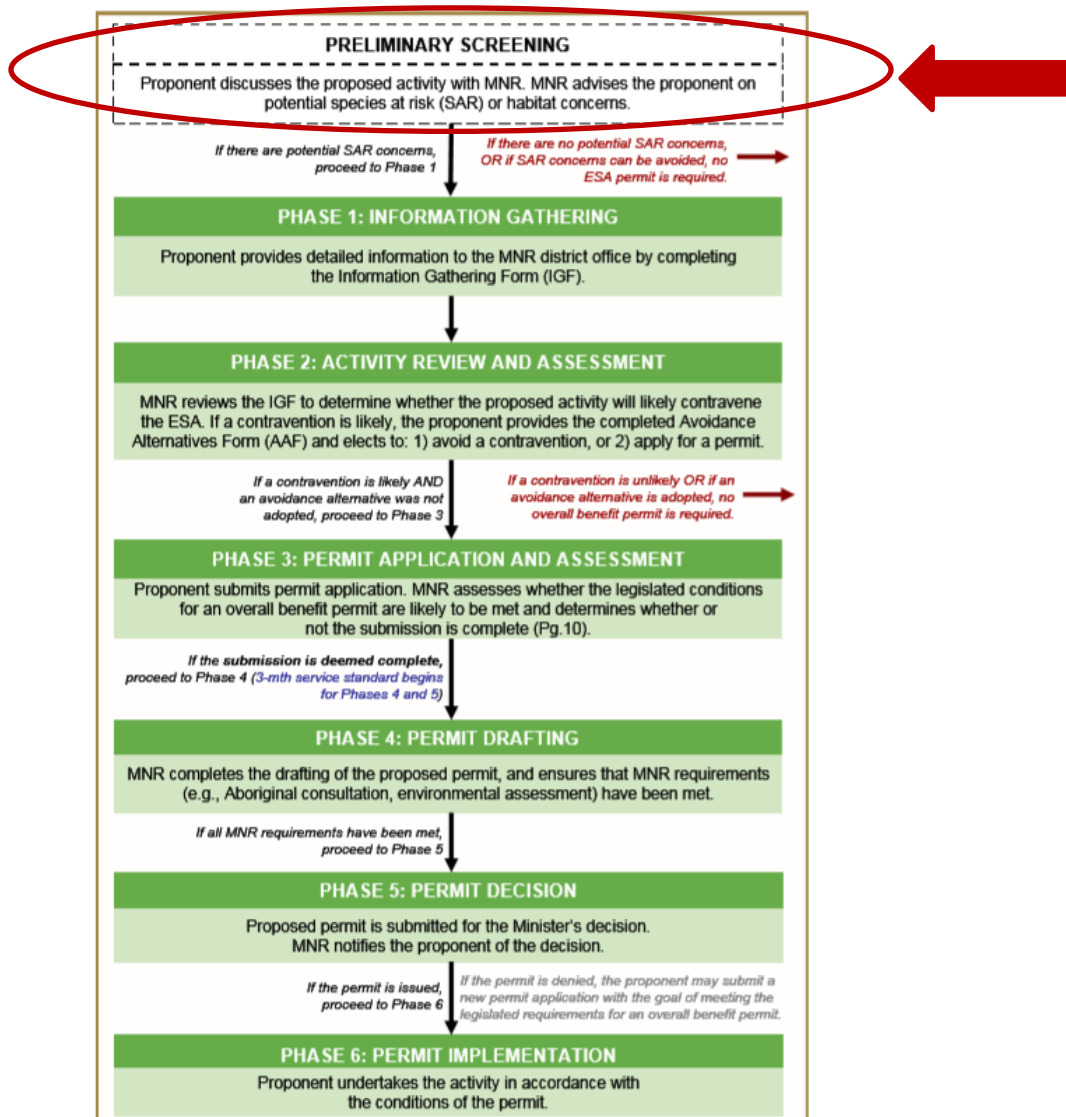
To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide, at a minimum, prior to contacting Government of Ontario ministry offices for further information or advice.

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 it 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): _____

From: Del Villar Cuicas, Joan (MECP) <Joan.DelVillarCuicas@ontario.ca>
Sent: August 29, 2023 10:50 AM
To: Zandvliet, Samantha
Cc: Buckley, Steve; Ryan Tucker
Subject: FW: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - MECP Draft Project File
Attachments: 2022-06_Bat Survey Standards_MECP.pdf; 2022-06_Bats & Treed Habitats_MaternityRoostSurveys_MECP.pdf; 2021_Bats & Buildings_Exit & Roost Surveys_MECP.pdf

This Message Is From an External Sender

This message came from outside your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Report Suspicious

Good afternoon Samantha,

Thank for circulating the draft Project File Report for Greenhouse Rd Reconstruction and Extension MCEA for MECP's review. Please find the following comments for your consideration:

Noise Assessment:

- A copy of the noise assessment for the 2022 Breslau East Connector Road Municipal Class EA Study should be included as an Appendix.
- A statement confirming the conclusion from the noise assessment should be provided by an Acoustical consultant.

Species at Risk:

Section 7.5 – additional studies & commitments

- MECP Species at Risk Branch has SAR Bat survey guidance documents that should be followed for the proposed bat fieldwork – see attached.
- For Least Bittern, MECP recommends that the National Least Bittern Survey Protocol be followed, since general breeding bird surveys are not the most appropriate for this species.

Section 8.1.5 – compensation, restoration and enhancement

- Item 31 – It may be helpful to clarify that permanent fencing proposed along the road must be *reptile exclusion* fencing (with dimensions and installation as per MNRF's BMP for Mitigating the Effects of Roads on Amphibian and Reptile SAR in Ontario) in order to be effective at directing wildlife to the new ecopassage / wildlife culvert and reducing road mortalities.

Table 8-3 – Net effects assessment

- MECP can review this section after species at risk fieldwork has been completed, in case the results change the content of this table.

Please feel free to contact me directly 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

Species at Risk Bats Survey Note – 2022

The purpose of this note is to support compliance with Ontario's *Endangered Species Act, 2007* (ESA) by providing consistent and practical survey guidance for species at risk (SAR) bats.

Where a project or activity is planned in a manner that proactively avoids adverse effects to bats (does not contravene s. 9 or s. 10 of the ESA), there is no need to conduct SAR bat surveys. For more information on the interpretation of ESA s. 9 and s. 10 prohibitions, see [Policy Guidance on Harm and Harass under the Endangered Species Act | Ontario.ca](#) and [Categorizing and Protecting Habitat under the Endangered Species Act | Ontario.ca](#), respectively. Ultimately, it is the proponent's responsibility to assess potential impacts of their planned activity on SAR and take the appropriate steps to achieve compliance with the ESA.

Hibernacula

- Avoidance considerations: Tree clearing activities located more than 200 m from hibernacula entrances are considered unlikely to damage or destroy hibernacula. Activities producing loud noises and/or vibrations (e.g., blasting, drilling, movement of heavy equipment, etc.) that occur more than 500 m from a bat hibernaculum are unlikely to harm or harass hibernating bats.
- Protocol here (in Appendix A): <https://www.ontario.ca/page/bats-and-bat-habitats-guidelines-wind-power-projects#section-4>.
- Important additions and exceptions to the above protocol:
 - Bat surveys and analysis should be conducted by a person experienced with determining presence/absence of SAR bats.
 - The statements "*Visual and acoustic monitoring surveys only need to be conducted until evidence of bat presence is found. Should evidence be found on the initial surveys, then further monitoring is not required*" require qualification: Identification of SAR bats through acoustic monitoring will be necessary under a permitting scenario. The total number of passes/calls recorded for each SAR bat species over the 10 acoustic monitoring nights should be used to assess the impact of any work or activity on the hibernacula.

Treed Habitats (Maternity and Day Roosts)

- Avoidance considerations: If a proposed activity will avoid impairing or eliminating the function of habitat for supporting bat life processes (e.g. remove, stub, etc. a proportionally small number of potential maternity or day roost trees in treed habitats which would not result in fragmentation or barriers) and the timing of tree removal will avoid the bat active season (**April 1 – September 30** in Southern Ontario / May 1 to August 31 in Northern Ontario), then there is no need to conduct SAR bat surveys of treed habitats. The damage and destruction assessment may vary geographically as the availability of other nearby maternity and day roost trees differs across the province of Ontario. For further guidance please contact SAROntario@ontario.ca.
- Protocol attached: "Bats & Treed Habitats – Maternity Roost Surveys"
- Important additions and exceptions to this protocol:
 - In Step 1, the Ecological Land Classification (ELC) codes listed are meant to provide guidance, however any area with suitable roost trees should be considered potential maternity or day roost habitat. In areas where ELC is

unavailable, the project area will need to be mapped by a qualified professional experienced in ecosite classification.

- There are numerous peer-reviewed publications demonstrating that trees measuring less than 25 cm DBH (diameter at breast height) support maternity and day roosts of Little Brown Myotis, Northern Myotis and Tri-colored Bat. Detailed descriptions of tree species, size and age composition and physical attributes are very helpful for evaluating the value of specific treed habitats to SAR bats.
- Step 2: Snag Density Calculations
 - Please note that Tri-colored Bats will tend to roost in dead and living leaf clusters of oak and maple trees and it is important to document these when surveying for snags.
 - Field visits to determine the best locations for deploying Acoustic Monitoring Systems are encouraged. However, snag density may also be calculated by following methods in Step 5: Detailed Mapping of Snag/Cavity Trees and does not necessarily need to precede acoustic monitoring (Steps 3 and 4).
 - Note that Step 5: Detailed Mapping of Snag Cavity Trees is important to quantify the magnitude of impacts to SAR bats under an ESA permitting scenario. This information may also be used to inform activity alternatives that reduce and/or completely avoid impacts to SAR bats.
- For large projects impacting greater than 10 ha of treed habitat, the Ministry of Environment, Conservation and Parks (MECP) recognizes following this protocol is likely not feasible. In these situations, MECP expects proponents to apply some method of sampling/sub-sampling landscapes, where ELC plots, snag density calculations, and acoustic monitoring occur in randomly selected or representative locations. Information obtained from the sample may be extrapolated to the entire project footprint to inform the evaluation of project alternatives and the final impact assessment.
- It is important to note that in cases where acoustic monitoring surveys are not performed, MECP will assume SAR bats are present in all habitats containing potentially suitable roost trees.

Rock Features (Maternity and Day Roosts)

- Eastern Small-footed Myotis will tend to choose rock features over trees for roosting habitat. Although there are still significant information gaps related to preferred roosting habitat for this species, they have been found to use: loose rocks in rock barrens; talus rock on slopes; piles of waste rock; rock crevices; and bridge joints.
- The active season for Eastern Small-footed Myotis is longer than that of the other Myotis species. They can generally withstand colder and drier conditions and are known to be the latest to arrive at and earliest to leave hibernacula. The active season in Southern Ontario is **March 15 – November 30** and in Northern Ontario is April 1 – September 30.
- As calls for this species are higher frequency, they do not travel and are likely to be easily missed. If rock features are present, crevice searches should be combined with acoustic surveys to identify presence of this species.

Buildings and Other Anthropogenic Structures (Maternity and Day Roosts)

- If a proposed activity or project will remove or alter an anthropogenic structure in a way that would negatively affect use of the structure by SAR bats then bat surveys are warranted. This applies whether the structure provides potential SAR bat habitat or was known to provide bat habitat historically. Apply professional experience to judge whether any anthropogenic structure has the potential to provide bat maternity or day roost habitat.
- Protocol attached: “Bats & Buildings – Exit & Roost Surveys”
 - This protocol provides minimum survey effort expectations. Surveyors may discover multiple pre- and post-volant surveys are necessary to collect accurate abundance estimates at exit points as the time when pups become volant, weather and other variables may be difficult to predict.

Please note the north/south boundary for bat active seasons follows the northern boundaries of the following Ecodistricts; 5E-7, 5E-8, 5E-9, 5E-10 and 6E-17

* MECP encourages all proponents and consultants to submit any SAR observations to the Natural Heritage Information Centre: [Report rare species \(animals and plants\) | Ontario.ca](#)

Maternity Roost Surveys (Forests/Woodlands)

Until comprehensive approved habitat guidance is developed for little brown myotis and northern myotis the following section outlines a recommended approach for surveying maternity roosts. Much of the information presented in this section comes from MNR's *Bat and Bat Habitat: Guidelines for Wind Power Projects* (2011). Underlined text represents new information obtained from experts and recent scientific literature. This methodology may be considered for any development type to verify occupancy of bat maternity roosts within woodlands. Mist netting and radio telemetry work should be considered as a last resort and is only permitted if the additional work is deemed necessary by the MNR. Note that for work of this nature, additional ESA authorizations might be required.

STEP 1: Identify Potential Maternity Roost Habitat

□ Ecological Land Classification (ELC) is an effective tool for identifying potential maternity roost habitats. As little brown myotis and northern myotis are known to form roosts in forests and swamps (Foster and Kurta, 1999), maternity roost habitat may include the following ELC communities:

- Deciduous Forests (FOD)
- Mixedwood Forests (FOM)
- Coniferous Forests (FOC)
- Deciduous Swamp (SWD)
- Mixedwood Swamps (SWM)
- Coniferous Swamps (SWC)

In central and northern Ontario (boreal forest) the following codes apply:

- G/B015-019 Very Shallow: Dry to Fresh: Mixedwood/hardwood
- G/B023-028 Very Shallow: Humid: Conifer/Mixedwood
- G/B039-043 Dry, Sandy: Hardwood/Mixedwood
- G/B054-059 Dry to Fresh: Coarse: Mixedwood/Hardwood
- G/B069-076 Moist, Coarse: Mixedwood/Hardwood
- G/B087-092 Fresh, Clayey: Mixedwood/hardwood
- B103-108 Fresh, Silty to Fine Loamy: Mixedwood/Hardwood
- B118-125 Moist. Fine: Mixedwood/Hardwood
- B130-133: Swamps

STEP 2: Snag Density Calculations

□ Snag density is an indicator of high quality potential maternity roost habitat. When using an ELC-based method, snag density is calculated using the following procedure:

- Select random plots across the represented area of the ELC plot.
- Survey fixed area 12.6m radius plots (equates to 0.05ha)
- Measure the number of snags/cavity trees ≥ 25 cm dbh in each plot
- Use the formula πr^2 to determine number of snags per hectare
- Survey a minimum of 10 plots for sites ≤ 10 hectares and add another plot for each extra hectare up to a maximum of 35 plots.
- Surveys are best conducted during the leaf-off period (i.e., fall to early spring) so viewing of tree cavities and crevices is not obscured by foliage.
- Leaf clusters must also be documented during this step as they provide habitat for tri-coloured bats.

- ☐ Map locations where each snag density plot is calculated.
- ☐ Record the snag density for each ELC plot.

STEP 3: Selection of Acoustic Monitoring Locations

- ☐ If maternity roost habitat is identified using ELC, acoustic monitoring is recommended to determine if little brown myotis and/or northern myotis are recorded in the area.
- ☐ If the snag density is calculated to be ≥ 10 snags/hectare then this ELC polygon should be considered high quality potential maternity roost habitat. All high quality maternity roost habitat should be monitored to ensure full coverage of the ELC polygon.
- ☐ Although there may be high quality habitat identified at a site, it is important to recognize that any habitat that is utilized by the species may receive protections under the ESA.
- ☐ Recommend positioning acoustic monitoring stations within 10m of a candidate roost tree or suitable rock feature. Multiple stations may be required to cover the area adequately. Most broadband acoustic detectors have a microphone range of 20-30m therefore full coverage would require 4 stations/hectare.
- ☐ The best candidate roost trees are selected according to the following criteria (in order of importance):
 - Tallest snag/cavity tree
 - Exhibits cavities or crevices most often originating as cracks, scars, knot holes or woodpecker cavities
 - Has leaf clusters
 - Has the largest diameter breast height (>25cm diameter at breast height)
 - Is within the highest density of snags/cavity trees (e.g., cluster of snags)
 - Has a large amount of loose, peeling bark
 - Cavity or crevice is high in snag/cavity tree (>10m)
 - Tree species that provide good cavity habitat (e.g., white pine, maple, aspen, ash, oak)
 - Canopy is more open (to determine canopy cover, determine the percentage of the ground covered by a vertical projection of the outermost perimeter of the natural spread of the foliage of trees); and
 - Exhibits early stages of decay (decay Class 1-3; refer to Watt and Caceres 1999).

STEP 4: Acoustic Field Data Collection

- ☐ Monitoring in Ontario should occur in the evenings between **June 1 and June 30**. If activity is not observed at the site on the initial visit, a minimum of 10 visits should take place to confirm that the site is not maternity roost habitat.
- ☐ Acoustic monitoring should begin at dusk and continue for 5 hours, for up to 10 nights, or until the maternity roost habitat is confirmed.
- ☐ Surveys should occur on warm/mild nights (i.e., ambient temperature above approximately 10°C) with low winds and no precipitation.
- ☐ Acoustic monitoring should use modern broadband bat detectors (these may be automated systems in conjunction with computer software analysis packages or manual devices) with condenser microphones.

- Acoustic monitoring systems should allow the observer to determine the signal to noise ratio of the recorded signal (e.g., from oscillograms or time-amplitude displays). These systems provide information about signal strength and increase the quality and accuracy of the data being analyzed.
- Microphones should be positioned to maximize bat detection (e.g., microphone(s) situated away from nearby obstacles to allow for maximum range of detection, microphone(s) angled slightly away from the prevailing wind to minimize wind noise).
- It is recommended that the same brand and/or model acoustic recording system be used throughout the survey (if multiple devices are required), as the type of system may influence detection range/efficiency. If different systems must be used, this variation should be quantified.
- Information on the equipment used should be recorded, including information on all adjustable settings (e.g., gain level), the position of the microphones, dates and times by station when recording was conducted.

STEP 5: Detailed Mapping of Snag/Cavity Trees

The following considerations are recommended to identify the presence of potential maternity roost habitat:

- The presence of SAR bats through acoustic monitoring
- Quality of potential habitat through snag density
- Potential habitat as a whole (e.g., through ELC polygon delineation)
- Where proponents intend to build within the potential habitat as a whole it is recommended that proponents map the location of the highest quality habitat by delineating locations of candidate roost trees.
- The following procedure is recommended for mapping maternity roost habitat:
 - All surveys should be done during leaf-off
 - All surveys should be conducted with binoculars
 - Walk transects 20m apart throughout the entire polygon in open woodlands with good visibility
 - Walk transects 5m apart throughout the entire polygon in woodlands with coniferous understory or poor visibility
 - Plot all snags/cavity trees/trees with leaf clusters using a GPS and noting characteristics (refer to criteria in STEP 3)
 - Conduct surveys only on days with no precipitation and not after recent snowfall
- After the snags/cavity trees are mapped and the best quality trees are identified (refer to criteria in Step 3), bat habitat eco-elements (e.g., clusters of the best quality trees) may be identified and may assist in determining if avoidance of those eco-elements is appropriate to address negative impacts.

Use of Buildings by Species at Risk Bats Survey Methodology

This survey methodology is adapted from the methodology described in the MNRF publication “Bats and Bat Habitats: Guidelines for Wind Power Projects” (July 2011), with appropriate modifications for surveying a building. The methodology consists of an “Exit Survey”, whereby use of a building is surveyed by detecting bats as they exit the structure in the early evening to forage.

Buildings that have the potential to be used as maternity roosts by bats should be monitored for evidence of Little Brown Myotis, Northern Myotis, Eastern Small-footed Myotis and Tri-colored Bats through exit surveys, as follows:

- Bat surveys and data analysis should be conducted by a qualified professional with experience in bat identification and monitoring.
- For presence/absence, exit surveys should be conducted during the month of **June**. July is less suitable, but surveys can be done to the end of July if necessary. Caution to proponents conducting maternity surveys into mid – late July, as maternity colonies begin to disperse at this point and the risk of false negative increases.
- If the intent of the survey is also to determine numbers, then a pre-volant survey should be conducted in June and a post-volant survey in early to mid-July. Refer to the Ontario protocol for citizen science for exit surveys for recommended time periods.
- Investigate structures and conduct a preliminary survey prior to conducting exit surveys to identify exit points (i.e., peak of roof, vents near roofline, under soffit or where fascia meets roofline, etc.).
- Several surveyors may be needed to cover all possible exits. Where it is not feasible to have multiple surveyors monitoring all exit points, infrared cameras may be supplemented to monitor some exit points.
- A hand held heterodyne bat detector should be used in conjunction with visual surveys assist in a more accurate count of bats exiting the building. The bat detector should be set between **40-45 kHz** for myotis species.
- Full spectrum acoustic monitoring equipment should be used to identify the species of bats.
- A hand-held counter may be useful for each observer to track the number of bats observed.
- Each candidate roost should be monitored on two separate evenings under appropriate weather conditions (i.e., temperature **above 15 degrees Celsius**, **when sky is 3 or less and wind code is 2 or less**, as described in the table below).

SKY		WIND		
<u>CODE</u>	DESCRIPTION	<u>CODE</u>	DESCRIPTION	~Speed
1	Clear-Clear to a few clouds	0	Smoke rises vertically	<2 km/h
2	Partly Cloudy-Clouds but variable sky conditions	1	Wind direction shown by smoke drift	2-5 km/h
3	Cloudy-Mostly cloudy or overcast	2	Wind felt on face; leaves rustle	6-12 km/h
4	Drizzle-Light intermittent rain	3	Leaves, small twigs in constant motion	13-19 km/h
5	Showers-Steady soaking rain	4	Raises dust and loose paper; small branches move	20-29 km/h
6	Thunderstorms-Rain with thunderstorms	5	Small trees in leaf sway; crested wavelets on inland waters	30-38 km/h

Sky codes of 1 – 3 and wind codes 0-2 are best. Surveying when codes are higher, may be deemed inconclusive resulting in the need for further studies.

- Prepare for exit counts before sunset. Surveyors should be positioned for easy viewing of bats exiting. The best position is to have the bats silhouetted against the sky.
- Bats typically begin exiting approximately 30 minutes after sunset but surveyors should be ready to start the survey by sunset.
- Count each bat that exits the structure. Continue the survey for one hour after the first emergence or longer if bats continue to emerge. Record the total number of bats observed exiting. It is important to note that many bats will be heard on the heterodyne detector and not visually observed but they can be included in the count if the surveyor is confident that the bat is exiting and not flying by.
- The total number of bats **counted exiting** provide an estimate of colony size (if multiple openings, add estimates from each opening for total estimate). Any bats observed re-entering the structure should be recorded.

Information that should be collected at a minimum:

- Date
- Start and end time of survey
- Temperature
- Wind and sky condition
- Species present
- # of exit points monitored
- Numbers counted
- Names of surveyors

Option B – Roosting Estimates

Where direct access to the structure is available and a count of the bats can be conducted without handling (i.e., bats in bat box can be counted by shining a flashlight inside and counting), these roost estimates may be completed during daylight in June.

- Count the number of bats present in the roost. Record the total number of bats counted.
- Determine the species (if you cannot determine the species visually you may need to leave an acoustic detector overnight to verify species).
- Recommend taking photographs of groups of bats to allow for more accurate counts.

From: Zandvliet, Samantha
Sent: February 4, 2025 4:21 PM
To: Del Villar Cuicas, Joan (MECP)
Cc: Ryan Tucker; Kuljanin, Milan; McLeod, Duncaun; Grueneis, Karl
Subject: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - MECP Draft PFR Response
Attachments: FW: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - MECP Draft Project File; Mem-2025-01-30-Greenhouse Rd Noise Update Requirement-60683946.pdf; L-2025-02-04-Township of Woolwich_Greenhouse Rd MCEA_MECP-60683946.pdf

Hi Joan,

Please find attached our response to MECP's comments on the draft Project File Report for the Greenhouse Road Reconstruction and Extension Project.

I have also provided a copy of the statement confirming the conclusion from the noise assessment that will be appended to the final Project File when posted for the 30-day review.

If you have any questions, please let me know.

Thank you,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

Joan Del Villar Cuicas
Regional Environmental Planner
Project Review Unit, Environmental
Assessment Branch
Ontario Ministry of the Environment,
Conservation and Parks

February 4, 2025

Our Reference
60683946

Via Email Only

**Re: Greenhouse Road Reconstruction and Extension Project, Township of Woolwich
Municipal Class Environmental Assessment – Schedule B
Response to Ontario Ministry of the Environment, Conservation and Parks Draft
Project File Comments**

Dear Joan Del Villar Cuicas:

Thank you for the comments from Ontario Ministry of the Environment, Conservation and Parks (MECP) staff dated August 29, 2023 regarding the draft Project File for the Greenhouse Road Reconstruction and Extension Project. We have reviewed your comments and addressed them below in **Table 1**.

Table 1: MECP August 29, 2023 Comments and Study Team Responses

MECP Comment	Study Team Response
Noise Assessment: • A copy of the noise assessment for the 2022 Breslau East Connector Road Municipal Class EA Study should be included as an Appendix. • A statement confirming the conclusion from the noise assessment should be provided by an Acoustical consultant.	The noise assessment from the 2022 Breslau East Connector Road Municipal Class EA Study, and memo with a statement about the conclusions from that noise study completed by AECOM's acoustical specialist have been appended to the Project File.
Species at Risk: Section 7.5 – additional studies & commitments • MECP Species at Risk Branch has SAR Bat survey guidance documents that should be followed for the proposed bat fieldwork – see attached. • For Least Bittern, MECP recommends that the National Least Bittern Survey Protocol be followed, since general breeding bird surveys are not the most appropriate for this species.	The Project File Report (Section 7.5) and EIS have been revised to include specific SAR Bat and Least Bittern protocols. The Project File Report (Section 8.1.5) and EIS includes clarification for permanent fencing requirements. We acknowledge the comment regarding Table 8-3 – Net effects assessment.

Section 8.1.5 – compensation, restoration and enhancement

- Item 31 – It may be helpful to clarify that permanent fencing proposed along the road must be reptile exclusion fencing (with dimensions and installation as per MNRF's BMP for Mitigating the Effects of Roads on Amphibian and Reptile SAR in Ontario) in order to be effective at directing wildlife to the new ecopassage / wildlife culvert and reducing road mortalities.

Table 8-3 – Net effects assessment

- MECP can review this section after species at risk fieldwork has been completed, in case the results change the content of this table.
-

Please reach out to the undersigned if you have any additional questions or comments. You will receive the Notice of Completion with instructions on how to access the final Project File prior to the commencement of the 30-day review period. Thank you for your active participation in the Greenhouse Road Reconstruction and Extension Project.

Yours sincerely,



Samantha Zandvliet
Environmental Planner
AECOM Canada ULC

cc: Ryan Tucker, Township of Woolwich
Milan Kuljanin, AECOM
Duncaun McLeod, AECOM
Karl Grueneis, AECOM

From: Zandvliet, Samantha
Sent: Tuesday, July 26, 2022 11:51 AM
To: Tony To; Scott Hays; Brandon Gaffoor
Cc: rtucker@woolwich.ca; Buckley, Steve
Subject: RE: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Hi Tony,

Thank you for confirming. We will remove you and Brandon from the contact list for this project and circulate the notice to the email provided.

Best regards,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
D +1-905-390-2047
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

From: Tony To <Tony.To@metrolinx.com>
Sent: Tuesday, July 26, 2022 11:12 AM
To: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>; Scott Hays <Scott.Hays@metrolinx.com>; Brandon Gaffoor <Brandon.Gaffoor@Metrolinx.com>
Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>
Subject: [EXTERNAL] RE: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Hi Samantha,

I am no longer supporting Metrolinx in its third party projects review function. Brandon Gaffoor and I can both be removed from future correspondence. I ask that you please circulate the NOC to development.coordinator@metrolinx.com.

Thanks much,

TONY TO
GO Expansion Sponsor, Early Works (A)
Benefits Management and Sponsorship Office
Metrolinx | 97 Front Street West | Toronto | Ontario | M5J 1E6
T: 416.202.0809 C: 416.902.0157



From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: July 26, 2022 11:01 AM
To: Tony To <Tony.To@metrolinx.com>; Scott Hays <Scott.Hays@metrolinx.com>; Brandon Gaffoor <Brandon.Gaffoor@metrolinx.com>
Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>
Subject: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Some people who received this message don't often get email from samantha.zandvliet@aecom.com. [Learn why this is important](#)

EXTERNAL SENDER: Do not click any links or open any attachments unless you trust the sender and know the content is safe.

EXPÉDITEUR EXTERNE: Ne cliquez sur aucun lien et n'ouvrez aucune pièce jointe à moins qu'ils ne proviennent d'un expéditeur fiable, ou que vous ayez l'assurance que le contenu provient d'une source sûre.

Hello,

Woolwich Township has initiated a Schedule B Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. This includes the extension of Greenhouse Road south of Kramp Road to the Metrolinx Corridor, with a turnaround area at the southerly end of the Greenhouse Road extension. Please find attached the Notice of Study Commencement for additional information.

Please advise if there are any additional Metrolinx representatives that you would like added to this study's contact list to receive future updates on this project.

Thank you,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
D +1-905-390-2047
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

This e-mail is intended only for the person or entity to which it is addressed. If you received this in error, please contact the sender and delete all copies of the e-mail together with any attachments.

From: Capelle, Pauline (NDMNRF) <Pauline.Capelle@ontario.ca>
Sent: Friday, August 5, 2022 4:16 PM
To: Zandvliet, Samantha; rtucker@woolwich.ca; Buckley, Steve
Subject: [EXTERNAL] RE: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement
Attachments: 2022-08-05-MNRFCommentLetter-GreenhouseRdReconstruction.pdf

Good Afternoon,

Please find attached MNRF's comments on this Notice of Commencement.

All the best,
Pauline

Pauline Capelle (she/her), Regional Planner

Land Use Planning and Strategic Issues Section | Southern Region
Ministry of Northern Development, Mines, Natural Resources and Forestry
Pauline.Capelle@Ontario.ca | 705-761-5633



As part of providing [accessible customer service](#), please let me know if you have any accommodation needs or require communication supports or alternate formats.

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: July-21-22 12:47 PM
Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>
Subject: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

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

Hello,

Woolwich Township has initiated a Schedule B Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. This includes the extension of Greenhouse Road south of Kramp Road to the Metrolinx Corridor, with a turnaround area at the southerly end of the Greenhouse Road extension. Please find attached the Notice of Study Commencement for additional information.

As you are on the study's contact list, you will also receive advanced notification to participate in a future Public Information Centre.

If you have any comments or questions about this study, please contact the project team representatives identified in the attached notice.

Thank you,

Samantha Zandvliet

Environmental Planner, Impact Assessment and Permitting

D +1-905-390-2047

samantha.zandvliet@aecom.com

AECOM

45 Goderich Road, Suite 201

Hamilton, ON L8E 4W8, Canada

T +1-905-578-3040

aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

August 5, 2022

Dear Ryan Tucker,

**SUBJECT: Township of Woolwich Municipal Class Environmental Assessment
Greenhouse Road Reconstruction and Extension Project Notice of Commencement**

The Ministry of Natural Resources and Forestry (MNRF) received the Notice of Commencement for the Municipal Class EA for reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau, on July 21, 2022. Thank you for circulating this to our office. Please note that we have not completed a screening of natural heritage or other resource values for the project at this time. This response, however, does provide information to guide you in identifying and assessing natural features and resources as required by applicable policies and legislation, as well as engaging with the ministry for advice as needed.

Please also note that it is the proponent's responsibility to be aware of, and comply with, all relevant federal or provincial legislation, municipal by-laws or other agency approvals.

Natural Heritage

MNRF's natural heritage and natural resources GIS data layers can be obtained through the ministry's [Land Information Ontario \(LIO\)](#) website. You may also view natural heritage information online (e.g., Provincially Significant Wetlands, ANSI's, woodlands, etc.) using the [Make a Map: Natural Heritage Areas](#) tool. MNRF notes that the proposed road extension overlaps the Breslau Wetland Complex, which is a Provincially Significant Wetland.

We recommend that you use the above-noted sources of information during the review of your project proposal.

Natural Hazards

A series of natural hazard technical guides developed by MNRF are available to support municipalities and conservation authorities implement the natural hazard policies in the Provincial Policy Statement (PPS). For example, standards to address flood risks and the potential impacts and costs from riverine flooding are addressed in the *Technical Guide River and Stream Systems: Flooding Hazard Limit (2002)*. We recommend that you consider these technical guides as you assess specific improvement projects that can be undertaken to reduce the risk of flooding.

Petroleum Wells & Oil, Gas and Salt Resources Act

There may be petroleum wells within the proposed project area. Please consult the Ontario Oil, Gas and Salt Resources Library website (www.ogsrlibrary.com) for the best-known data on

any wells recorded by MNRF. Please reference the 'Definitions and Terminology Guide' listed in the publications on the library website to better understand the well information available. Any oil and gas wells in your project area are regulated by the *Oil, Gas and Salt Resource Act*, and the supporting regulations and operating standards. If any unanticipated wells are encountered during development of the project, or if the proponent has questions regarding petroleum operations, the proponent should contact the Petroleum Operations Section at POSRecords@ontario.ca or 519-873-4634.

Fish and Wildlife Conservation Act

Please note, that should the project require:

- The relocation of fish outside of the work area, a Licence to Collect Fish for Scientific Purposes under the *Fish and Wildlife Conservation Act* will be required.
- The relocation of wildlife outside of the work area (including amphibians, reptiles, and small mammals), a Wildlife Collector's Authorization under the *Fish and Wildlife Conservation Act* will be required.

Public Lands Act & Lakes and Rivers Improvement Act

Some projects may be subject to the provisions of the *Public Lands Act* or *Lakes and River Improvement Act*. Please review the information on MNRF's web pages provided below regarding when an approval is, or is not, required. Please note that many of the authorizations under the *Lakes and Rivers Improvement Act* are administered by the local Conservation Authority.

- For more information about the *Public Lands Act*: <https://www.ontario.ca/page/crown-land-work-permits>
- For more information about the *Lakes and Rivers Improvement Act*: <https://www.ontario.ca/page/lakes-and-rivers-improvement-act-administrative-guide>

After reviewing the information provided, if you have not identified any of MNRF's interests stated above, there is no need to circulate any subsequent notices to our office. If you have identified any of MNRF's interests and/or may require permit(s) or further technical advice, please feel free to contact me.

Best Regards,

[original signed by]

Pauline Capelle
Regional Planner
Ministry of Natural Resources and Forestry
(705) 761-5633
pauline.capelle@ontario.ca

From: Harvey, Joseph (MTCS) <Joseph.Harvey@ontario.ca>
Sent: Tuesday, September 6, 2022 12:07 PM
To: rtucker@woolwich.ca
Cc: Buckley, Steve; Zandvliet, Samantha
Subject: [EXTERNAL] FW: File 0012070: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement
Attachments: Notice of Commencement_Greenhouse Road MCEA.pdf; 2022-09-06_GreenhouseRd-MTCS-Ltr.pdf

Ryan Tucker,

Please see attached MTCS's initial advice on the above referenced undertaking. Do not hesitate to contact me with any questions or concerns.

Regards,

Joseph Harvey | Heritage Planner

Heritage, Tourism and Culture Division | Programs and Services Branch | Heritage Planning Unit

Ministry of Tourism, Culture, and Sport

613.242.3743

Joseph.Harvey@ontario.ca

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: July-21-22 12:47 PM
Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>
Subject: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

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

Hello,

Woolwich Township has initiated a Schedule B Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. This includes the extension of Greenhouse Road south of Kramp Road to the Metrolinx Corridor, with a turnaround area at the southerly end of the Greenhouse Road extension. Please find attached the Notice of Study Commencement for additional information.

As you are on the study's contact list, you will also receive advanced notification to participate in a future Public Information Centre.

If you have any comments or questions about this study, please contact the project team representatives identified in the attached notice.

Thank you,

Samantha Zandvliet

Environmental Planner, Impact Assessment and Permitting

D +1-905-390-2047

samantha.zandvliet@aecom.com

AECOM

Ministry of Tourism, Culture and Sport

Programs and Services Branch
400 University Ave, 5th Flr
Toronto, ON M7A 2R9
Tel: 613.242.3743

Ministère du Tourisme, Culture et Sport

Direction des programmes et des services
400, av. University, 5e étage
Toronto, ON M7A 2R9
Tél: 613.242.3743



September 6, 2022

EMAIL ONLY

Ryan Tucker, P.Eng.
Engineering Project Supervisor
Woolwich Township
24 Church Street West, P.O. Box 158
Elmira, Ontario, N3B 2Z6
rtucker@woolwich.ca

MTCS File : 0012070
Proponent : Woolwich Township
Subject : Notice of Commencement – MCEA Schedule B
Project : Greenhouse Road Reconstruction and Extension Project
Location : Township of Woolwich

Dear Ryan Tucker:

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

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

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

Project Summary

Woolwich Township has initiated a Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. The study is being conducted in accordance with Schedule 'B' requirements of the Municipal Engineers Association "Municipal Class Environmental Assessment" manual (October 2000, as recently amended in 2015) which is approved under the Ontario Environmental Assessment Act.

Identifying Cultural Heritage Resources

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

Archaeological Resources

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

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

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

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

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

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

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

Environmental Assessment Reporting

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

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

Sincerely,

Joseph Harvey
Heritage Planner
joseph.harvey@Ontario.ca

Copied to: Steve Buckley, Project Engineer, AECOM Canada Ltd.
Samantha Zandvliet, Environmental Planner, AECOM Canada Ltd.

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. MTCS 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 MTCS 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 Tourism, Culture and Sport 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*.

From: Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>
Sent: August 31, 2023 6:28 PM
To: Zandvliet, Samantha
Cc: Buckley, Steve; Ryan Tucker; Barboza, Karla (MCM)
Subject: FW: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - MCM Draft Project File [MCM file 0012070]
Attachments: 2023-08-31_GreenHouseRd-PFR-MCM-Comments.pdf

This Message Is From an External Sender

This message came from outside your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Report Suspicious

Ryan Tucker,

Please find attached our comments on the draft Project File Report prepared for 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: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: August 3, 2023 3:42 PM
To: Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>
Cc: Buckley, Steve <steve.buckley@aecom.com>; Ryan Tucker <rtucker@woolwich.ca>
Subject: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - MCM Draft Project File

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

Hi Joseph,

We are currently finalizing the Project File for the Greenhouse Road Reconstruction and Extension Municipal Class Environmental Assessment study in advance of the public review period. Please find below a link to download the draft Project File documents, including the attached desktop CHSR.

Please let me know if you have any questions or comments by August 31, 2023.

[Download Link](#)

Thank you,

Samantha Zandvliet

Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519

samantha.zandvliet@aecom.com

AECOM

45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040

aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

**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



August 31, 2023

EMAIL ONLY

Samantha Zandvliet
Environmental Planner
Impact Assessment and Permitting
AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8
samantha.zandvliet@aecom.com

MCM File : 0012070
Proponent : Woolwich Township
Subject : Draft Project File Report
Project : Greenhouse Road Reconstruction and Extension Project –
Municipal Class Environmental Assessment
Location : Woolwich Township

Dear Samantha Zandvliet:

Thank you for providing the Draft Project File Report (PFR): *Greenhouse Road Reconstruction and Extension Project – Municipal Class Environmental Assessment* (dated July 2023, by AECOM) available for Ministry of Citizenship and Multiculturalism's (MCM) review and comment.

MCM's interest in this project relates to its mandate of conserving Ontario's cultural heritage.

Project Summary

Woolwich Township has initiated a Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. The study is being conducted in accordance with Schedule 'B' requirements of the Municipal Engineers Association "Municipal Class Environmental Assessment" manual (October 2000, as recently amended in 2015) which is approved under the Ontario Environmental Assessment Act.

Comments

We have reviewed the draft PFR referenced above and have the following comments and observations:

Archaeological Resources

A Stage 1 archaeological assessment (under Project Information Form (PIF) P438-0314-2023) has yet to be submitted for MCM's review.

Please note that archaeological concerns have not been addressed until reports have been entered into the Ontario Public Register of Archaeological Reports where those reports recommend that:

1. the archaeological assessment of the project area is complete and
2. all archaeological sites identified by the assessment are either of no further cultural heritage value or interest (as per Section 48(3) of the *Ontario Heritage Act*) or that mitigation of impacts has been accomplished through excavation or an avoidance and protection strategy.

Any subsequent recommend archaeological assessments (e.g., Stage 2,3,4) should be completed as early as possible during detailed design and prior to any ground disturbing activities.

Approval authorities (such as Woolwich Township or the Ministry of the Environment, Conservation and Parks) typically wait to receive the ministry's review letter for an archaeological assessment report before issuing a decision on the application as it can be used, for example, to document that due diligence has been undertaken.

Built Heritage Resources and Cultural Heritage Landscapes

A Cultural Heritage Report: *Existing Conditions and Preliminary Impact Assessment* (dated June 2019, by ASI) was completed for Breslau East Connector Road Corridor Municipal Class EA which partially overlaps with the current EA's study area. For the current undertaking a Desktop Cultural Heritage Screening Report (dated March 2023 and prepared by AECOM) was prepared to identify known and potential built heritage resources and cultural heritage landscapes present within and adjacent to the project study area. The property at 1680 Kramp Road was identified as a potential cultural heritage landscape, however no direct or indirect impacts were anticipated as the project works will be limited to the roads right-of-way.

MCM recommends revising the Desktop Cultural Heritage Screening Report to better articulate the potential heritage attributes of the property at 1680 Kamp Road, so that it can be better understood why the undertaking would not impact these potential attributes. We recommend including mitigation measures to address any potential impacts (e.g., vibration), and reviewing and confirming any potential impacts during detailed design. The updated report should be shared with the Region of Waterloo's heritage planner for review and comment.

More detailed comments to assist in documenting the cultural heritage due diligence are included in the attached table.

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 electronically 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 making the draft PFR available for our review. If you have any questions or require clarification, please do not hesitate to contact me.

Sincerely,

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

Copied to: Steve Buckley, Project Engineer, AECOM Canada Ltd.
Ryan Tucker, Engineering Project Supervisor, Woolwich Township

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*.

Item No.	PFR Section	Original Text	Comment
1.	4.5.2 (Built Heritage Resources and Cultural Heritage Landscapes - Existing Conditions) Page 59	... AECOM's desktop Cultural Heritage Screening Report identified CHL 1 (1680 Kramp Road) as potential cultural heritage resource within a parcel boundary adjacent to the proposed Greenhouse Road extension, within the Study Area. It has not been designated or included on the Township of Woolwich Municipal Heritage Register. The farmhouse at 1680 Kramp Road is located approximately 243 metres east of the Study Area. Therefore, no direct or indirect adverse impacts are anticipated. The following are the recommendation from the desktop Cultural Heritage Screening Report: - Based on the preliminary impact assessment, CHL 1 will not be directly or indirectly adversely impacted by the reconstruction and extension of Greenhouse Road as the work is proposed within the existing right-of-way. Therefore, no further work is required as the Project proceeds to the design phase. - Should there be any future changes proposed within the Municipal Class Environmental Assessment Alternatives (i.e., an alternative proposed outside the current Greenhouse Road right-of-way), the impacts to CHL 1 should be reviewed and further work may be required	See comment in the cover letter. This section may need to be revised to include the recommendations and mitigations provided in the updated Desktop Cultural Heritage Screening Report.

2.	6.3 (Evaluation of Alternative Solutions) Table 6-2 p. 71	Category - Cultural Heritage Environment Criteria - Potential effects on built heritage resources and cultural heritage landscapes Alternative 1 - No direct or indirect impact to built heritage resources or cultural heritage landscapes (no further cultural heritage work is required) with works anticipated to be completed within the right-of-way.	See comment above.
3.	74 Permits and Approvals Table 7-1 p. 86	N/A	See comments in cover letter. We recommend including the following additional row in table 7-1 to address cultural heritage: Permit/Approval - Any subsequent recommend archaeological assessments (e.g., Stage 2,3,4) should be completed as early as possible during detailed design and prior to any ground disturbing activities (e.g., geotechnical drilling). - Archaeological concerns have not been addressed until reports have been entered into the Ontario Public Register of Archaeological Reports where those reports recommend that: - the archaeological assessment of the project area is complete and - all archaeological sites identified by the assessment are either of no further cultural heritage value or interest (as per Section 48(3) of the Ontario Heritage Act) or that mitigation of impacts has been accomplished through excavation or an avoidance and protection strategy. Timing - Detailed design (if required)

4.	8 Potential Environmental Effects and Mitigation Measures Table 8-1 p. 94	Theme - Cultural Heritage Environment – Archaeological and Built Heritage Resources Potential Effects - Loss or disruption to archaeological resources, built heritage resources and cultural heritage landscapes Potential Mitigation -During Detailed Design: - Complete the stage 2 archaeological assessment (and further assessments), as required. Refer to Appendix D for the Stage 1 Archaeological Assessment Report. Once the final areas of impact are determined, only the land identified to be impacted by the proposed Greenhouse Road reconstruction and extension, including any land required for construction staging and laydown areas, will require Stage 2 archaeological assessment. - Where archaeological resources are impacted by Environmental Assessment project work, the Ministry of Citizenship and Multiculturalism will be notified by contacting archaeology@ontario.ca. All activities impacting archaeological resources must cease immediately, and a licensed archaeologist is required to carry out an archaeological assessment in accordance with the Ontario Heritage Act and the Standards and Guidelines for Consultant Archaeologists. - If human remains are encountered, all activities must cease immediately, and the local police and coroner must be contacted. In situations where human remains are associated with archaeological resources, Ministry of Citizenship and Multiculturalism should also be notified (at archaeology@ontario.ca) to ensure that the site is not subject to unlicensed alterations which would be a contravention of the Ontario Heritage Act. - No impacts are anticipated to the one potential Cultural Heritage Landscape (CHL 1: 1680 Kramp Road) within the Study Area as the work is within the right-of-way	MCM recommends the following revisions (see bold and crossed out text) to align with the Ministry's current role and expectations: Theme - Cultural Heritage Environment – ~~Archaeological and Built~~ Cultural Heritage Resources Potential Effects ~~Loss or disruption~~ Impacts to archaeological resources, built heritage resources and cultural heritage landscapes Potential Mitigation -During Detailed Design: - Complete the stage 2 archaeological assessment (and further assessments), as required. Refer to Appendix D for the Stage 1 Archaeological Assessment Report. Once the final areas of impact are determined, only the land identified to be impacted by the proposed Greenhouse Road reconstruction and extension, including any land required for construction staging and laydown areas, will require Stage 2 archaeological assessment. -During Construction ~~Where archaeological resources are impacted by Environmental Assessment project work, the Ministry of Citizenship and Multiculturalism will be notified by contacting archaeology@ontario.ca. All activities impacting archaeological resources must cease immediately, and a licensed archaeologist is required to carry out an archaeological assessment in accordance with the Ontario Heritage Act and the Standards and Guidelines for Consultant Archaeologists.~~ 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.
----	--	--	--

			• ~~If human remains are encountered, all activities must cease immediately, and the local police and coroner must be contacted. In situations where human remains are associated with archaeological resources, Ministry of Citizenship and Multiculturalism should also be notified (at archaeology@ontario.ca) to ensure that the site is not subject to unlicensed alterations which would be a contravention of the Ontario Heritage Act. The <i>Funeral, Burial and Cremation Services Act</i>, 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 <i>Ontario Heritage Act</i>.~~ • ~~No impacts are anticipated to the one potential Cultural Heritage Landscape (CHL 1: 1680 Kramp Road) within the Study Area as the work is within the right-of-way~~ • [See cover letter - Include recommendations and mitigations provided in the updated Desktop Cultural Heritage Screening Report]
--	--	--	---

From: Zandvliet, Samantha
Sent: January 30, 2025 12:55 PM
To: Harvey, Joseph (MCM)
Cc: Barboza, Karla (She/Her) (MCM); Abrazhevich, Anastasia (MCM); Ryan Tucker; Kuljanin, Milan; McLeod, Duncaun; Grueneis, Karl
Subject: RE: File 0012070: Township of Woolwich Greenhouse Rd MCEA - MCM Draft Project File [MCM file 0012070]
Attachments: RPT-2023-09-12-Township of Woolwich_Greenhouse Road MCEA_CHSR_60683946_Final.pdf

Hi Joseph,

As requested, please find attached the revised CHSR.

We will ensure the noted MCM contacts are added to our distribution list.

Thank you,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

From: Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>
Sent: January 29, 2025 2:33 PM
To: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Cc: Barboza, Karla (She/Her) (MCM) <Karla.Barboza@ontario.ca>; Abrazhevich, Anastasia (MCM) <Anastasia.Abrazhevich2@ontario.ca>; Ryan Tucker <rtucker@woolwich.ca>; Kuljanin, Milan <Milan.Kuljanin@aecom.com>; McLeod, Duncaun <Duncaun.McLeod@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>
Subject: FW: File 0012070: Township of Woolwich Greenhouse Rd MCEA - MCM Draft Project File [MCM file 0012070]

This Message Is From an External Sender

This message came from outside your organization. Do not click links or open attachments unless you know the content is safe.

Report Suspicious

Hi Samantha,

Thank you for providing is with the attached response.

Please provide us with a copy of the revised Cultural Heritage Screening Report (CHSR). We will review your response and provide our advice by the end of February.

Please send any additional notices, information and documentation via email to Karla Barboza and Anastasia Abrazhevic.

- Karla Barboza, Team Lead – Heritage Planning Unit | Heritage Planning Unit (Citizenship and Multiculturalism) | 416-660-1027 | karla.barboza@ontario.ca
- Anastasia Abrazhevic, Heritage Planner | Heritage Planning Unit (Citizenship and Multiculturalism) | 437-240-2379 | Anastasia.Abrazhevic2@ontario.ca

Thanks,

Joseph Harvey

Heritage Planner | Heritage Branch | Citizenship Inclusion and Heritage Division
Ministry of Citizenship and Multiculturalism | Ontario Public Service
613.242.3743 | Joseph.Harvey@ontario.ca



From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>

Sent: Friday, January 24, 2025 1:08 PM

To: Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>

Cc: Ryan Tucker <rtucker@woolwich.ca>; Kuljanin, Milan <Milan.Kuljanin@aecom.com>; McLeod, Duncaun <Duncaun.McLeod@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Barboza, Karla (She/Her) (MCM) <Karla.Barboza@ontario.ca>

Subject: Township of Woolwich Greenhouse Rd MCEA - MCM Draft Project File [MCM file 0012070]

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

Hi Joseph,

Please find attached our response to MCM staff comments on the draft Project File Report for the Greenhouse Road Reconstruction and Extension Project.

Any questions, please let me know.

Thank you,

Samantha Zandvliet

Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519
samantha.zandvliet@aecom.com

AECOM

45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

Joseph Harvey
Heritage Planner
Heritage Planning Unit
Ministry of Citizenship and Multiculturalism

January 24, 2025

Our Reference
60683946

Via Email Only

**Re: Greenhouse Road Reconstruction and Extension Project, Township of Woolwich
Municipal Class Environmental Assessment – Schedule B
Response to Ministry of Citizenship and Multiculturalism Draft Project File
Comments**

Dear Joseph Harvey:

Thank you for the comments from Ministry of Citizenship and Multiculturalism (MCM) staff dated August 31, 2023 regarding the draft Project File for the Greenhouse Road Reconstruction and Extension Project. We have reviewed and addressed your comments enclosed in **Table 1**.

Archaeological Resources

A Stage 1 archaeological assessment (under Project Information Form (PIF) P438-0314-2023) has since been submitted to MCM and has since been entered into the Register. We acknowledge that archaeological concerns have not been addressed until reports have been entered into the Ontario Public Register of Archaeological Reports. Any further recommended archaeological assessments (e.g., Stage 2) will be completed as early as possible during the detailed design phase of the Project and prior to any ground disturbing activities, as required.

Built Heritage Resources and Cultural Heritage Landscapes

We have reviewed the Desktop Cultural Heritage Screening Report to better articulate the potential heritage attributes of the property at 1680 Kamp Road, so that it can be better understood why the undertaking would not impact these potential attributes. The report has also been shared with the Region of Waterloo's heritage planner.

Please reach out to the undersigned if you have any additional questions or comments. You will receive the Notice of Completion with instructions on how to access the final Project File prior to the commencement of the 30-day review period. Thank you for your active participation in the Greenhouse Road Reconstruction and Extension Project.

Yours sincerely,



Samantha Zandvliet
Environmental Planner
AECOM Canada ULC

cc: Ryan Tucker, Township of Woolwich
Milan Kuljanin, AECOM
Duncaun McLeod, AECOM
Karl Grueneis, AECOM
Karla Barboza, MCM

Table 1: MCM August 31, 2023 Comments and Study Team Responses

Item	PFR Section	MCM Comment	Study Team Response
1.	4.5.2 (Built Heritage Resources and Cultural Heritage Landscapes - Existing Conditions)	See comment in the cover letter. This section may need to be revised to include the recommendations and mitigations provided in the updated Desktop Cultural Heritage Screening Report.	The farmhouse and surrounding trees at 1680 Kramp Road are located approximately 243 metres east of the Study Area. An event centre (1700 Kramp Road) is contained within the parcel boundary of CHL 1 and separates the farmhouse from the proposed reconstruction and extension of Greenhouse Road. As the nearest point of construction is located more than 50 metres from the potential heritage attributes on the property, no vibration impacts to the structure are anticipated. Therefore, no direct or indirect adverse impacts are anticipated to the potential heritage attributes of the property. As such, based on the preliminary impact assessment undertaken as part of the CHSR, no direct or indirect adverse impacts from the proposed reconstruction and extension of Greenhouse Road are anticipated to the potential heritage attributes of CHL 1. Even though the parcel boundary is adjacent to the right-of-way, the farmhouse and surrounding trees at 1680 Kramp Road are located approximately 243 metres east of the right-of-way. Therefore, no further work is required as the Project proceeds to the design phase. Should there be any future changes proposed within the MCEA Alternatives (i.e., an alternative proposed outside the current Greenhouse Road right-of-way), further work may be required. Any potential impacts to CHL 1 should be reviewed and confirmed during detailed design.
2.	6.3 (Evaluation of Alternative Solutions) Table 6-2	See comment above.	See response above.

Item	PFR Section	MCM Comment	Study Team Response
3.	7.4 (Permits and Approvals) Table 7-1	See comments in cover letter. We recommend including the following additional row in table 7-1 to address cultural heritage: Permit/Approval - Any subsequent recommend archaeological assessments (e.g., Stage 2,3,4) should be completed as early as possible during detailed design and prior to any ground disturbing activities (e.g., geotechnical drilling). - Archaeological concerns have not been addressed until reports have been entered into the Ontario Public Register of Archaeological Reports where those reports recommend that: - the archaeological assessment of the project area is complete and - all archaeological sites identified by the assessment are either of no further cultural heritage value or interest (as per Section 48(3) of the Ontario Heritage Act) or that mitigation of impacts has been accomplished through excavation or an avoidance and protection strategy. Timing Detailed design (if required)	The recommended additional row has been added to the Permits and Approvals (Table 7-1).

Item	PFR Section	MCM Comment	Study Team Response
4.	8 (Potential Environmental Effects and Mitigation Measures) Table 8-1	MCM recommends the following revisions (see bold and crossed out text) to align with the Ministry's current role and expectations: Theme Cultural Heritage Environment – ~~Archaeological and Built~~ Cultural Heritage Resources Potential Effects ~~Loss or disruption~~ Impacts to archaeological resources, built heritage resources and cultural heritage landscapes Potential Mitigation During Detailed Design: • Complete the stage 2 archaeological assessment (and further assessments), as required. Refer to Appendix D for the Stage 1 Archaeological Assessment Report. Once the final areas of impact are determined, only the land identified to be impacted by the proposed Greenhouse Road reconstruction and extension, including any land required for construction staging and laydown areas, will require Stage 2 archaeological assessment. During Construction: • ~~Where archaeological resources are impacted by Environmental Assessment project work, the Ministry of Citizenship and Multiculturalism will be notified by contacting archaeology@ontario.ca. All activities impacting archaeological resources must cease immediately, and a licensed archaeologist is required to carry out an archaeological assessment in accordance with~~	Recommended revisions have been incorporated. The updated CHSR recommendations are also included in this section.

Item	PFR Section	MCM Comment	Study Team Response
------	-------------	-------------	---------------------

~~the Ontario Heritage Act and the Standards and Guidelines for Consultant Archaeologists.~~
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.

~~• If human remains are encountered, all activities must cease immediately, and the local police and coroner must be contacted. In situations where human remains are associated with archaeological resources, Ministry of Citizenship and Multiculturalism should also be notified (at archaeology@ontario.ca) to ensure that the site is not subject to unlicensed alterations which would be a contravention 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

Item	PFR Section	MCM Comment	Study Team Response
		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. ~~• No impacts are anticipated to the one potential Cultural Heritage Landscape (CHL 1: 1680 Kramp Road) within the Study Area as the work is within the right-of-way.~~ [See cover letter - Include recommendations and mitigations provided in the updated Desktop Cultural Heritage Screening Report]	

From: Abrazhevich, Anastasia (MCM) <Anastasia.Abrazhevich2@ontario.ca>
Sent: February 28, 2025 3:02 PM
To: Zandvliet, Samantha
Cc: Ryan Tucker; Kuljanin, Milan; McLeod, Duncaun; Grueneis, Karl; Barboza, Karla (She/Her) (MCM)
Subject: RE: Township of Woolwich Greenhouse Rd MCEA - MCM Draft Project File [MCM file 0012070]

This Message Is From an External Sender

This message came from outside your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Report Suspicious

Hi Samantha,

You are welcome.

Looking forward to working with you on this project.

Best regards,

Anastasia Abrazhevich

Heritage Planner | Citizenship, Inclusion and Heritage Division
Ministry of Citizenship and Multiculturalism | Ontario Public Service
437 240 2379 anastasia.abrazhevich2@ontario.ca



Taking pride in strengthening Ontario, its places and its people

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: Friday, February 28, 2025 2:54 PM
To: Abrazhevich, Anastasia (MCM) <Anastasia.Abrazhevich2@ontario.ca>
Cc: Ryan Tucker <rtucker@woolwich.ca>; Kuljanin, Milan <Milan.Kuljanin@aecom.com>; McLeod, Duncaun <Duncaun.McLeod@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Barboza, Karla (She/Her) (MCM) <Karla.Barboza@ontario.ca>
Subject: RE: Township of Woolwich Greenhouse Rd MCEA - MCM Draft Project File [MCM file 0012070]

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

Hi Anastasia,

Thank you. We look forward to circulating MCM on the notice of completion for this EA project.

Thank you,

Samantha Zandvliet

Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519

samantha.zandvliet@aecom.com

AECOM

45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040

aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

From: Abrazhevich, Anastasia (MCM) <Anastasia.Abrazhevich2@ontario.ca>

Sent: February 27, 2025 12:16 PM

To: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>

Cc: Ryan Tucker <rtucker@woolwich.ca>; Kuljanin, Milan <Milan.Kuljanin@aecom.com>; McLeod, Duncaun <Duncaun.McLeod@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Barboza, Karla (She/Her) (MCM) <Karla.Barboza@ontario.ca>

Subject: RE: Township of Woolwich Greenhouse Rd MCEA - MCM Draft Project File [MCM file 0012070]

Dear Samantha,

Thanks for sending the response letter to address MCM staff comments for the draft Project File Report for the Greenhouse Road Reconstruction and Extension Project.

Please find MCM's comments attached.

If you have any questions or require clarification, do not hesitate to contact us.

Kind regards,

Anastasia Abrazhevich

Heritage Planner | Citizenship, Inclusion and Heritage Division
Ministry of Citizenship and Multiculturalism | Ontario Public Service
437 240 2379 anastasia.abrazhevich2@ontario.ca



Taking pride in strengthening Ontario, its places and its people

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>

Sent: Friday, January 24, 2025 1:08 PM

To: Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>

Cc: Ryan Tucker <rtucker@woolwich.ca>; Kuljanin, Milan <Milan.Kuljanin@aecom.com>; McLeod, Duncaun <Duncaun.McLeod@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Barboza, Karla (She/Her) (MCM) <Karla.Barboza@ontario.ca>

Subject: Township of Woolwich Greenhouse Rd MCEA - MCM Draft Project File [MCM file 0012070]

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

Hi Joseph,

Please find attached our response to MCM staff comments on the draft Project File Report for the Greenhouse Road Reconstruction and Extension Project.

Any questions, please let me know.

Thank you,

Samantha Zandvliet

Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519

samantha.zandvliet@aecom.com

AECOM

45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040

aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

**Ministry of Citizenship
and Multiculturalism**

Heritage Planning Unit
Heritage Operations Branch
Citizenship, Inclusion and
Heritage Division
5th Flr, 400 University Ave
Toronto, ON M5G 1S7
Tel.: 437.240.2379

**Ministère des Affaires civiques
et du Multiculturalisme**

Planification relative au patrimoine
Opérations relatives au patrimoine
Division des affaires civiques, de
l'inclusion et du patrimoine
5e étage, 400, av. University
Toronto, ON M5G 1S7
Tél.: 437.240.2379



February 27, 2025

EMAIL ONLY

Samantha Zandvliet
Environmental Planner
Impact Assessment and Permitting
AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8
samantha.zandvliet@aecom.com

MCM File	:	0012070
Proponent	:	Township of Woolwich
Subject	:	Municipal Class Environmental Assessment – Schedule B - Revised Cultural Heritage Screening Report
Project	:	Greenhouse Road Reconstruction and Extension Project
Location	:	Township of Woolwich, Waterloo Region

Dear Samantha Zandvliet:

Thank you for sending a response (dated January 24, 2025) to our comments sent on August 31, 2023 and the revised Cultural Heritage Screening Report to the Ministry of Citizenship and Multiculturalism (MCM) for review and comment.

MCM's interest in this project relates to its mandate of conserving Ontario's cultural heritage.

Project Summary

The Township of Woolwich has initiated a Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. The study is being conducted in accordance with Schedule 'B' requirements of the Municipal Engineers Association's "Municipal Class Environmental Assessment" (amended 2023) which is approved under the Ontario Environmental Assessment Act.

Comments

We have reviewed your response (dated January 24, 2025) and the revised Cultural Heritage Screening Report – *Municipal Class Environmental Assessment* (dated September 2023, by AECOM) and have the following comments and recommendations:

Overall our comments sent on August 31, 2023 have been addressed, however as we do not have a copy of the revised or final PFR, we may have additional comments during the notice of completion.

Archaeological Resources

We can confirm that a Stage 1 archaeological assessment (under Project Information Form (PIF) P438-0314-2023) has been carried out for this project and the associated report has been entered into the Ontario Public Register of Archaeological Reports. Stage 2 AA is recommended for parts of the study area.

Thanks for acknowledging when archaeological concerns are considered addressed and for confirming that any further recommended archaeological assessments will be completed as early as possible during the detailed design phase and prior to any ground disturbing activities.

Built Heritage Resources and Cultural Heritage Landscapes

Your response indicates that the Desktop Cultural Heritage Screening Report (CHSR) was revised to better articulate the potential heritage attributes of the property at 1680 Kamp Road so that it can be better understood why the undertaking would not impact these potential attributes. The report has also been shared with the Region of Waterloo's heritage planner.

We have reviewed the above referenced revised CHSR and find that the report is consistent overall with the requirements, guidance, and standards and with best practice guidance prepared by MCM.

We have attached a table with comments to document the responses.

Please continue to send any notices, report and/or documentation electronically to both Karla Barboza and me. Please note that Joseph has moved to another position and can be removed from this project's contact list.

- Karla Barboza, Team Lead - Heritage | Heritage Planning Unit (Citizenship and Multiculturalism) | 416-660-1027 | karla.barboza@ontario.ca
- Anastasia Abrazhevich, Heritage Planner | Heritage Planning Unit (Citizenship and Multiculturalism) | 437-240-2379 | anastasia.abrazhevich2@ontario.ca

Thanks for the opportunity to review these documents prior to the notice of completion. If you have any questions or require clarification, please do not hesitate to contact me.

Sincerely,

Anastasia Abrazhevich
Heritage Planner
Heritage Planning Unit
anastasia.abrazhevich2@ontario.ca

Copied to: Steve Buckley, AECOM
Milan Kuljanin, AECOM
Duncan McLeod, AECOM
Karl Gruenis, AECOM
Ryan Tucker, Township of Woolwich
Karla Barboza, MCM

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 and Procurement, 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*.

Attachment: MCM Comments on draft Project File Report

File #0012070: Township of Woolwich Greenhouse Rd MCEA				
Item No.	PFR Section	MCM Comments (August 31, 2023)	AECOM Response (January 24, 2025)	MCM Comments (March 3, 2025)
1.	4.5.2 (Built Heritage Resources and Cultural Heritage Landscapes - Existing Conditions) Page 59	See comment in the cover letter. This section may need to be revised to include the recommendations and mitigations provided in the updated Desktop Cultural Heritage Screening Report.	The farmhouse and surrounding trees at 1680 Kramp Road are located approximately 243 metres east of the Study Area. An event centre (1700 Kramp Road) is contained within the parcel boundary of CHL 1 and separates the farmhouse from the proposed reconstruction and extension of Greenhouse Road. As the nearest point of construction is located more than 50 metres from the potential heritage attributes on the property, no vibration impacts to the structure are anticipated. Therefore, no direct or indirect adverse impacts are anticipated to the potential heritage attributes of the property. As such, based on the preliminary impact assessment undertaken as part of the CHSR, no direct or indirect adverse impacts from the proposed reconstruction and extension of Greenhouse Road are anticipated to the potential heritage attributes of CHL 1. Even though the parcel boundary is adjacent to the right-of-way, the farmhouse and surrounding trees at	Acknowledged. Thanks for the clarification. We recommend that this explanation be included in the revised PFR, if you haven't done already.

Attachment: MCM Comments on draft Project File Report

File #0012070: Township of Woolwich Greenhouse Rd MCEA				
Item No.	PFR Section	MCM Comments (August 31, 2023)	AECOM Response (January 24, 2025)	MCM Comments (March 3, 2025)
			1680 Kramp Road are located approximately 243 metres east of the right-of-way. Therefore, no further work is required as the Project proceeds to the design phase. Should there be any future changes proposed within the MCEA Alternatives (i.e., an alternative proposed outside the current Greenhouse Road right-of-way), further work may be required. Any potential impacts to CHL 1 should be reviewed and confirmed during detailed design.	
2.	6.3 (Evaluation of Alternative Solutions)	See comment above.	See response above.	Acknowledged.

Attachment: MCM Comments on draft Project File Report

File #0012070: Township of Woolwich Greenhouse Rd MCEA				
Item No.	PFR Section	MCM Comments (August 31, 2023)	AECOM Response (January 24, 2025)	MCM Comments (March 3, 2025)
	Table 6-2 p. 71			
3.	7.4 Permits and Approvals Table 7-1 p. 86	See comments in cover letter. We recommend including the following additional row in table 7-1 to address cultural heritage: Permit/Approval - Any subsequent recommend archaeological assessments (e.g., Stage 2,3,4) should be completed as early as possible during detailed design and prior to any ground disturbing activities (e.g., geotechnical drilling). - Archaeological concerns have not been addressed until reports have been entered into the Ontario Public Register of Archaeological Reports where those reports recommend that:	The recommended additional row has been added to the Permits and Approvals (Table 7-1).	Acknowledged.

Attachment: MCM Comments on draft Project File Report

File #0012070: Township of Woolwich Greenhouse Rd MCEA				
Item No.	PFR Section	MCM Comments (August 31, 2023)	AECOM Response (January 24, 2025)	MCM Comments (March 3, 2025)
		- the archaeological assessment of the project area is complete and - all archaeological sites identified by the assessment are either of no further cultural heritage value or interest (as per Section 48(3) of the Ontario Heritage Act) or that mitigation of impacts has been accomplished through excavation or an avoidance and protection strategy. Timing - Detailed design (if required)		
4.	8 Potential Environmental Effects and Mitigation Measures	MCM recommends the following revisions (see bold and crossed out text) to align with the Ministry's current role and expectations: Theme	Recommended revisions have been incorporated. The updated CHSR recommendations are also included in this section.	Acknowledged

Attachment: MCM Comments on draft Project File Report

File #0012070: Township of Woolwich Greenhouse Rd MCEA				
Item No.	PFR Section	MCM Comments (August 31, 2023)	AECOM Response (January 24, 2025)	MCM Comments (March 3, 2025)
	Table 8-1 p. 94	• Cultural Heritage Environment – Archaeological and Built Cultural Heritage Resources Potential Effects • ~~Loss or disruption~~ Impacts to archaeological resources, built heritage resources and cultural heritage landscapes Potential Mitigation -During Detailed Design: • Complete the stage 2 archaeological assessment (and further assessments), as required. Refer to Appendix D for the Stage 1 Archaeological Assessment Report. Once the final areas of impact are determined, only the land identified to be impacted by the proposed Greenhouse Road reconstruction and extension, including any land required for construction staging and laydown areas, will require Stage 2 archaeological assessment. -During Construction • ~~Where archaeological resources are impacted by~~ Environmental Assessment		

Attachment: MCM Comments on draft Project File Report

File #0012070: Township of Woolwich Greenhouse Rd MCEA				
Item No.	PFR Section	MCM Comments (August 31, 2023)	AECOM Response (January 24, 2025)	MCM Comments (March 3, 2025)
		project work, the Ministry of Citizenship and Multiculturalism will be notified by contacting archaeology@ontario.ca. All activities impacting archaeological resources must cease immediately, and a licensed archaeologist is required to carry out an archaeological assessment in accordance with the Ontario Heritage Act and the Standards and Guidelines for Consultant Archaeologists. Should previously undocumented archaeological resources be discovered, they may be a new archaeological site and therefore subject to Section 48(1) of the <i>Ontario Heritage Act</i>. 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		

Attachment: MCM Comments on draft Project File Report

File #0012070: Township of Woolwich Greenhouse Rd MCEA				
Item No.	PFR Section	MCM Comments (August 31, 2023)	AECOM Response (January 24, 2025)	MCM Comments (March 3, 2025)
		48(1) of the <i>Ontario Heritage Act</i>. • If human remains are encountered, all activities must cease immediately, and the local police and coroner must be contacted. In situations where human remains are associated with archaeological resources, Ministry of Citizenship and Multiculturalism should also be notified (at archaeology@ontario.ca) to ensure that the site is not subject to unlicensed alterations which would be a contravention of the Ontario Heritage Act. The <i>Funeral, Burial and Cremation Services Act</i>, 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		

Attachment: MCM Comments on draft Project File Report

File #0012070: Township of Woolwich Greenhouse Rd MCEA				
Item No.	PFR Section	MCM Comments (August 31, 2023)	AECOM Response (January 24, 2025)	MCM Comments (March 3, 2025)
		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 <i>Ontario Heritage Act</i>. • No impacts are anticipated to the one potential Cultural Heritage Landscape (CHL 1: 1680 Kramp Road) within the Study Area as the work is within the right-of-way • [See cover letter - Include recommendations and mitigations provided in the updated Desktop Cultural Heritage Screening Report]		



Region of Waterloo



Subject: RE: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

From: Bridget Coady <BCoady@regionofwaterloo.ca>

Sent: Wednesday, August 10, 2022 2:06 PM

To: Buckley, Steve <steve.buckley@aecom.com>; 'Ryan Tucker' <rtucker@woolwich.ca>

Subject: [EXTERNAL] RE: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Good afternoon Steve and Ryan,

Region of Waterloo Cultural Heritage staff have reviewed the project area for archaeological potential and other built heritage resources.

Portions of the study area to the east of Greenhouse Road and south of the Metrolinx rail corridor possess the potential for the recovery of archaeological resources and may require the submission of an archaeological assessment as part of the EA. Regional staff note that there is at least one built heritage resource that may be of significance within the project area: 1680 Kramp Road, a two story stone farm house in good repair, c. 1860. This structure has not been designated or included on the Township of Woolwich Municipal Heritage Register.

Regional Cultural Heritage staff do not need to be involved in this Environmental Assessment moving forward, however, would appreciate receiving copies of any archaeological assessments that may be completed as part of the project, for information.

Thank you for this opportunity to participate,

Bridget Coady MCIP, RPP

Principal Planner, Cultural Heritage

Region of Waterloo

Planning, Development and Legislative Services

150 Frederick Street 8th Fl.

Kitchener, ON N2G 4J3

t. (519) 575-4500 x. 3112

f. (519) 575-4449

bcoady@regionofwaterloo.ca

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>

Sent: July 21, 2022 12:47 PM

Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>

Subject: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Hello,

Woolwich Township has initiated a Schedule B Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. This includes the

extension of Greenhouse Road south of Kramp Road to the Metrolinx Corridor, with a turnaround area at the southerly end of the Greenhouse Road extension. Please find attached the Notice of Study Commencement for additional information.

As you are on the study's contact list, you will also receive advanced notification to participate in a future Public Information Centre.

If you have any comments or questions about this study, please contact the project team representatives identified in the attached notice.

Thank you,

Samantha Zandvliet

Environmental Planner, Impact Assessment and Permitting

D +1-905-390-2047

samantha.zandvliet@aecom.com

AECOM

45 Goderich Road, Suite 201

Hamilton, ON L8E 4W8, Canada

T +1-905-578-3040

aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)



Grand River Conservation Authority



From: Trevor Heywood <theywood@grandriver.ca>
Sent: Monday, July 25, 2022 3:48 PM
To: Ryan Tucker
Cc: Buckley, Steve; Zandvliet, Samantha
Subject: [EXTERNAL] RE: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement
Attachments: 2022-07-25 Greenhouse Rd GRCA comment.pdf; GRCA Map.pdf

Hey Ryan,

See our acknowledgement letter and mapping attached.

Regards,

Trevor Heywood, B.Sc.(Env.)
Resource Planner
Grand River Conservation Authority

400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
Phone: 519-621-2763 ext. 2292
Email: theywood@grandriver.ca
www.grandriver.ca | [Connect with us on social media](#)

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: Thursday, July 21, 2022 12:47 PM
Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>
Subject: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Hello,

Woolwich Township has initiated a Schedule B Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. This includes the extension of Greenhouse Road south of Kramp Road to the Metrolinx Corridor, with a turnaround area at the southerly end of the Greenhouse Road extension. Please find attached the Notice of Study Commencement for additional information.

As you are on the study's contact list, you will also receive advanced notification to participate in a future Public Information Centre.

If you have any comments or questions about this study, please contact the project team representatives identified in the attached notice.

Thank you,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
D +1-905-390-2047
samantha.zandvliet@aecom.com



July 25, 2022

Ryan Tucker
Engineering Project Supervisor
Township of Woolwich
24 Church Street West, PO Box 158
Elmira ON N3B 2Z6
rtucker@woolwich.ca

**Re: Municipal Class Environmental Assessment
Greenhouse Road Reconstruction and Extension
Greenhouse Road (Highway 7 to Metrolinx Guelph Subdivision), Breslau**

Dear Mr. Tucker,

The Grand River Conservation Authority (GRCA) has received the Notice of Commencement for the above-noted Class Environmental Assessment (Class EA).

The study area contains parts of the Provincially Significant Breslau Wetland Complex and associated watercourses. As the Class EA may propose measures that have the potential to impact these regulated features, the GRCA wishes to stay involved as the Class EA process moves forward. Please include the GRCA on the project mailing list.

If you have any questions or require additional information, please contact me at 519-621-2763 ext. 2292 or theywood@grandriver.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Trevor Heywood", written over a horizontal line.

Trevor Heywood
Resource Planner
Grand River Conservation Authority

Encl. Resource Mapping

cc: Steve Buckley, AECOM



Grand River Conservation Authority

Date: Jul 25, 2022

Author: TH

Greenhouse Road (Hwy 7 to Guelph Subdivision), Breslau

Legend

- Regulation Limit (GRCA)
- Regulated Watercourse (GRCA)
- Regulated Waterbody (GRCA)
- Wetland (GRCA)
- Floodplain (GRCA)
 - Engineered
 - Estimated
 - Approximate
 - Special Policy Area
- Slope Valley (GRCA)
 - Steep
 - Oversteep
 - Steep
- Slope Erosion (GRCA)
 - Oversteep
 - Toe
- Lake Erie Flood (GRCA)
- Lake Erie Shoreline Reach (GRCA)
- Lake Erie Dynamic Beach (GRCA)
- Lake Erie Erosion (GRCA)
- Parcel - Assessment (MPAC/MNRF)

This legend is static and may not fully reflect the layers shown on the map. The text of Ontario Regulation 150/06 supercedes the mapping as represented by these layers.

Copyright Grand River Conservation Authority, 2022.

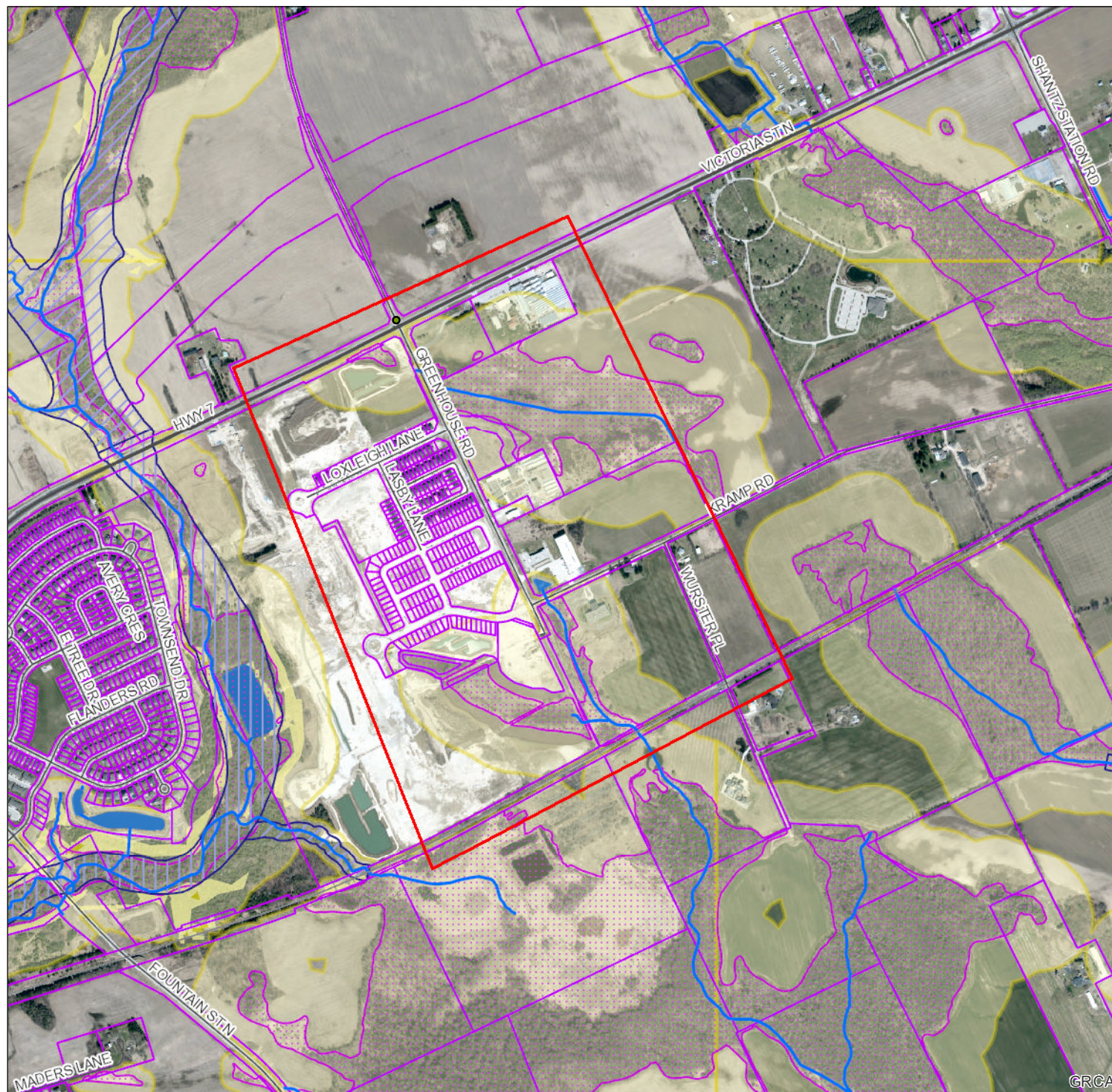
Disclaimer: This map is for illustrative purposes only. Information contained herein is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.

The source for each data layer is shown in parentheses in the map legend. For a complete listing of sources and citations go to: <https://maps.grandriver.ca/Sources-and-Citations.pdf>

0 87.5 175 350 525 Metres

NAD 1983 UTM Zone 17N

Scale: 14,350



Map Centre (UTM NAD83 z17): 548,923.95 4,815,478.45

This map is not to be used for navigation | 2020 Ortho (ON)

GRCA

From: Hropach, Olga
Sent: Monday, December 5, 2022 10:24 AM
To: Trevor Heywood
Cc: Buckley, Steve; Van Riezen, Rhonneke; Easterling, Katie; Grueneis, Karl; Zandvliet, Samantha; Tony Zammit
Subject: RE: Greenhouse Road - Wetland Staking Site Visit

Good Morning Trevor,

Thank you so much. We will ensure that the comments provided below will be incorporated into the EIS report.

Thanks,

Olga

From: Trevor Heywood <theywood@grandriver.ca>
Sent: Friday, December 2, 2022 4:21 PM
To: Hropach, Olga <Olga.Hropach@aecom.com>
Cc: Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhoneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>; Tony Zammit <tzammit@grandriver.ca>
Subject: RE: Greenhouse Road - Wetland Staking Site Visit

This Message Is From an External Sender

This message came from outside your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

[Report Suspicious](#)

Hey Olga,

The terms of reference are generally acceptable. We offer the following comments are offered for consideration:

1. Please show the wetland boundaries verified by the GRCA on October 13, 2022 in the EIS report. We further request that a digital shapefile be submitted to this office as soon as possible.
2. We ask that the EIS discuss the key findings of the fluvial geomorphology and stormwater management reports.
3. We ask that the EIS discuss both direct and indirect impacts on wetlands and watercourse associated with the road and stormwater design alternatives. A more detailed assessment of impacts related to the preferred alternative will also be required.

On another note, we're aware that Metrolinx is doing some work within the study area. I'm not sure if you have any awareness of this work, I intended to reach out to them to get more details.

I trust this helps. Regards,

Trevor Heywood
Resource Planner
Grand River Conservation Authority

400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
Phone: 519-621-2763 ext. 2292
Email: theywood@grandriver.ca
www.grandriver.ca | [Connect with us on social media](#)

From: Hropach, Olga <Olga.Hropach@aecom.com>
Sent: Wednesday, November 30, 2022 2:46 PM
To: Tony Zammit <tzammit@grandriver.ca>
Cc: Trevor Heywood <theywood@grandriver.ca>; Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhoneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Subject: RE: Greenhouse Road - Wetland Staking Site Visit

Hi Tony,

Hope all is well. Please see attached our drafted Terms of Reference for your review and approval . Please let us know if you have any questions.

Thanks,

HAPPY HOLIDAYS! VACATION ALERT – Dec 21, 2022 to Jan 3, 2023

Olga Hropach, B.Sc.(Hons)
She/Her/Hers
Senior Terrestrial Ecologist, Manager, Impact Assessment and Permitting, Canada
D +1-905-747-7478
C +1-416-576-2163
olga.hropach@aecom.com

AECOM
105 Commerce Valley Dr. W., 7th Floor
Markham, Ontario, L3T7W3, Canada
T +1-905-886-7022
aecom.com

Built to deliver a better world

[LinkedIn](#) [Twitter](#) [Facebook](#) [Instagram](#)

From: Tony Zammit <tzammit@grandriver.ca>
Sent: Wednesday, October 12, 2022 9:30 AM
To: Hropach, Olga <Olga.Hropach@aecom.com>
Cc: Trevor Heywood <theywood@grandriver.ca>; Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhoneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Subject: RE: Greenhouse Road - Wetland Staking Site Visit

Sounds good, Olga. Thanks for confirming.

Tony

Anthony E. Zammit, MES

Watershed Ecologist

Grand River Conservation Authority

400 Clyde Road, PO Box 729

Cambridge, ON N1R 5W6

Office: 519-621-2763 ext. 2246

Cell: 519-240-0714

Toll-free: 1-866-900-4722

Email: tzammit@grandriver.ca

www.grandriver.ca | [Connect with us on social media](#)

From: Hropach, Olga <Olga.Hropach@aecom.com>

Sent: Tuesday, October 11, 2022 4:56 PM

To: Tony Zammit <tzammit@grandriver.ca>

Cc: Trevor Heywood <theywood@grandriver.ca>; Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhonneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>

Subject: RE: Greenhouse Road - Wetland Staking Site Visit

Hi Tony, thank you. 1 pm is perfect. Shall we meet at the end of the existing greenhouse road? The following Ecologists will be on site:

1. Nataliya Simonova, OWES certified Ecologist
519-504-9807
2. Jessica Ballie, Junior Ecologist
416-706-4396

Thanks,

Olga Hropach, B.Sc.(Hons)

She/Her/Hers

Senior Terrestrial Ecologist, Manager, Impact Assessment and Permitting, Canada

D +1-905-747-7478

C +1-416-576-2163

olga.hropach@aecom.com

AECOM

105 Commerce Valley Dr. W., 7th Floor

Markham, Ontario, L3T7W3, Canada

T +1-905-886-7022

aecom.com

Built to deliver a better world

[LinkedIn](#) [Twitter](#) [Facebook](#) [Instagram](#)

From: Tony Zammit <tzammit@grandriver.ca>
Sent: Tuesday, October 11, 2022 1:26 PM
To: Hropach, Olga <Olga.Hropach@aecom.com>
Cc: Trevor Heywood <theywood@grandriver.ca>; Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhoneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Subject: RE: Greenhouse Road - Wetland Staking Site Visit

I'd like to meet at 1 pm so that we have enough time to finish the job.

Thanks,

Tony

From: Hropach, Olga <Olga.Hropach@aecom.com>
Sent: Tuesday, October 11, 2022 12:41 PM
To: Tony Zammit <tzammit@grandriver.ca>
Cc: Trevor Heywood <theywood@grandriver.ca>; Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhoneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Subject: RE: Greenhouse Road - Wetland Staking Site Visit

Hi Tony,

Thank you so much for the quick response and additional information provided. What time are you and Trevor available to meet on site on October 14? If possible, we would appreciate meeting after 12 pm to allow our staff to finalize any remaining wetland delineations in the morning, if needed.

Thanks,

Olga

From: Tony Zammit <tzammit@grandriver.ca>
Sent: Wednesday, October 5, 2022 5:48 PM
To: Hropach, Olga <Olga.Hropach@aecom.com>
Cc: Trevor Heywood <theywood@grandriver.ca>; Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhoneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Subject: RE: Greenhouse Road - Wetland Staking Site Visit

Hi Olga,

Thanks for following up. October 14 works for me and Trevor. Please be sure to stake the wetland boundaries in advance of our arrival using a combination of flagging tape, wire flags and/or wood stakes. Wetland stakes should be numbered sequentially. Generally, we ask that any boundaries facing the anticipated construction zones be delineated. The length of wetland perimeter delineated will depend on the construction alternatives that are being considered and evaluated.

The watercourse/municipal drain (aka Branch B, Airport Creek) east of Greenhouse Road is classified as warm water fish habitat and supports a relatively diverse community of fishes, including Blacknose Dace, Bluntnose Minnow, Brook Stickleback, Central Mudminnow, Creek Chub, Fathead Minnow, Longnose Dace, Northern Redbelly Dace, and White Sucker. We recommend no in water works between March 15 and July 15. The watercourses draining toward the main branch of Hopewell Creek are classified as cold water fish habitat

owing to presence of trout and pike in this system. We recommend no in water work between October 1 and July 15. The MNRF, Guelph District Office may be contacted for additional fish community records.

Aquatic species at risk are not known to be present within these watercourses.

I'm attaching the OWES record for the Breslau Swamp but it might be a good idea to check with MNRF in case they have updated information for the wetland complex.

I'm not aware of any local rankings for plant or animal species. The Region of Waterloo is currently in the process of updating its lists of significant plants and birds, which likely will have status under the ROPP in the future.

Will let you know if I come across anything else.

Thanks,

Tony

Anthony E. Zammit, MES

Watershed Ecologist

Grand River Conservation Authority

400 Clyde Road, PO Box 729

Cambridge, ON N1R 5W6

Office: 519-621-2763 ext. 2246

Cell: 519-240-0714

Toll-free: 1-866-900-4722

Email: tzammit@grandriver.ca

www.grandriver.ca | [Connect with us on social media](#)

From: Hropach, Olga <Olga.Hropach@aecom.com>

Sent: Wednesday, October 5, 2022 9:22 AM

To: Tony Zammit <tzammit@grandriver.ca>

Cc: Trevor Heywood <theywood@grandriver.ca>; Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhonneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>

Subject: Greenhouse Road - Wetland Staking Site Visit

Hi Tony,

Thank you for being on the pre-consultation call for the reconstruction and extension of Greenhouse Road last week. I would like to follow up and confirm your availability on Friday, October 14, 2022 or the early part of the week of October 17th, to join AECOM Ecologists to confirm the staked wetland boundaries. We have permission to enter private property for the majority of the study area and are working towards obtaining access for the remaining sites.

In addition, I would also kindly like to request the following information, if possible, within the 120 m study area (refer to the attached) that is not available on the Grand River Online GIS Data Catalogue:

- ELC mapping

- Reports or inventories on the Provincially Significant Breslau Wetland Complex, if any
- Flora and fauna records, including rare species
- Local ranking for species, if available
- In-water Timing Restrictions;
- Fish Habitat Sensitivity;
- Habitat Information and Location;
- Fish Community Records;
- Benthic Invertebrate Data;
- Known Fish Spawning Areas; and,
- Significant Wildlife Habitat or Wildlife Use of the Area.

Thanks,

Olga Hropach, B.Sc.(Hons)

She/Her/Hers

Senior Terrestrial Ecologist, Manager, Impact Assessment and Permitting, Canada

D +1-905-747-7478

C +1-416-576-2163

olga.hropach@aecom.com

AECOM

105 Commerce Valley Dr. W., 7th Floor

Markham, Ontario, L3T7W3, Canada

T +1-905-886-7022

aecom.com

Built to deliver a better world

[LinkedIn](#) [Twitter](#) [Facebook](#) [Instagram](#)

From: Tony Zammit <tzammit@grandriver.ca>
Sent: Wednesday, October 5, 2022 5:48 PM
To: Hropach, Olga
Cc: Trevor Heywood; Buckley, Steve; Van Riezen, Rhonneke; Easterling, Katie; Grueneis, Karl; Zandvliet, Samantha
Subject: RE: Greenhouse Road - Wetland Staking Site Visit
Attachments: Breslau Wetland Complex.pdf

This Message Is From an External Sender

This message came from outside your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

[Report Suspicious](#)

Hi Olga,

Thanks for following up. October 14 works for me and Trevor. Please be sure to stake the wetland boundaries in advance of our arrival using a combination of flagging tape, wire flags and/or wood stakes. Wetland stakes should be numbered sequentially. Generally, we ask that any boundaries facing the anticipated construction zones be delineated. The length of wetland perimeter delineated will depend on the construction alternatives that are being considered and evaluated.

The watercourse/municipal drain (aka Branch B, Airport Creek) east of Greenhouse Road is classified as warm water fish habitat and supports a relatively diverse community of fishes, including Blacknose Dace, Bluntnose Minnow, Brook Stickleback, Central Mudminnow, Creek Chub, Fathead Minnow, Longnose Dace, Northern Redbelly Dace, and White Sucker. We recommend no in water works between March 15 and July 15. The watercourses draining toward the main branch of Hopewell Creek are classified as cold water fish habitat owing to presence of trout and pike in this system. We recommend no in water work between October 1 and July 15. The MNRF, Guelph District Office may be contacted for additional fish community records.

Aquatic species at risk are not known to be present within these watercourses.

I'm attaching the OWES record for the Breslau Swamp but it might be a good idea to check with MNRF in case they have updated information for the wetland complex.

I'm not aware of any local rankings for plant or animal species. The Region of Waterloo is currently in the process of updating its lists of significant plants and birds, which likely will have status under the ROPP in the future.

Will let you know if I come across anything else.

Thanks,

Tony

Anthony E. Zammit, MES
Watershed Ecologist
Grand River Conservation Authority

400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
Office: 519-621-2763 ext. 2246
Cell: 519-240-0714
Toll-free: 1-866-900-4722
Email: tzammit@grandriver.ca
www.grandriver.ca | [Connect with us on social media](#)

From: Hropach, Olga <Olga.Hropach@aecom.com>
Sent: Wednesday, October 5, 2022 9:22 AM
To: Tony Zammit <tzammit@grandriver.ca>
Cc: Trevor Heywood <theywood@grandriver.ca>; Buckley, Steve <steve.buckley@aecom.com>; Van Riezen, Rhonneke <Rhoneke.VanRiezen@aecom.com>; Easterling, Katie <katie.easterling@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>; Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Subject: Greenhouse Road - Wetland Staking Site Visit

Hi Tony,

Thank you for being on the pre-consultation call for the reconstruction and extension of Greenhouse Road last week. I would like to follow up and confirm your availability on Friday, October 14, 2022 or the early part of the week of October 17th, to join AECOM Ecologists to confirm the staked wetland boundaries. We have permission to enter private property for the majority of the study area and are working towards obtaining access for the remaining sites.

In addition, I would also kindly like to request the following information, if possible, within the 120 m study area (refer to the attached) that is not available on the Grand River Online GIS Data Catalogue:

- ELC mapping
- Reports or inventories on the Provincially Significant Breslau Wetland Complex, if any
- Flora and fauna records, including rare species
- Local ranking for species, if available
- In-water Timing Restrictions;
- Fish Habitat Sensitivity;
- Habitat Information and Location;
- Fish Community Records;
- Benthic Invertebrate Data;
- Known Fish Spawning Areas; and,
- Significant Wildlife Habitat or Wildlife Use of the Area.

Thanks,

Olga Hropach, B.Sc.(Hons)
She/Her/Hers
Senior Terrestrial Ecologist, Manager, Impact Assessment and Permitting, Canada
D +1-905-747-7478
C +1-416-576-2163
olga.hropach@aecom.com

AECOM
105 Commerce Valley Dr. W., 7th Floor
Markham, Ontario, L3T7W3, Canada

From: Trevor Heywood <theywood@grandriver.ca>
Sent: September 8, 2023 10:30 AM
To: Zandvliet, Samantha; Ryan Tucker
Cc: Buckley, Steve
Subject: RE: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - GRCA Draft Project File
Attachments: 2023-09-08 Greenhouse Rd GRCA comments 2.pdf

This Message Is From an External Sender

This message came from outside your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Report Suspicious

Hi Samantha, Ryan,

Please see our comments attached. As noted, we will have to follow up at a later date with our engineering comments, but we trust this is sufficient for finalizing the EA.

Regards,

Trevor Heywood B.Sc.(Env.)

Resource Planner

Grand River Conservation Authority

400 Clyde Road, PO Box 729

Cambridge, ON N1R 5W6

Phone: 519-621-2761 ext. 2292

Email: theywood@grandriver.ca

www.grandriver.ca | [Connect with us on social media](#)

From: Trevor Heywood
Sent: Thursday, September 7, 2023 4:31 PM
To: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Cc: Buckley, Steve <steve.buckley@aecom.com>; Ryan Tucker <rtucker@woolwich.ca>
Subject: RE: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - GRCA Draft Project File

Hi Samantha,

I'll get formal comments to you tomorrow. Regards,

Trevor Heywood

Resource Planner

Grand River Conservation Authority

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: Tuesday, September 5, 2023 2:47 PM
To: Trevor Heywood <theywood@grandriver.ca>
Cc: Buckley, Steve <steve.buckley@aecom.com>; Ryan Tucker <rtucker@woolwich.ca>
Subject: RE: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - GRCA Draft Project File

Good afternoon Trevor,

I am checking in to confirm whether you had any comments on the draft Project file.

Thank you,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

From: Zandvliet, Samantha
Sent: Thursday, August 3, 2023 3:34 PM
To: Trevor Heywood <theywood@grandriver.ca>
Cc: Buckley, Steve <steve.buckley@aecom.com>; Ryan Tucker <rtucker@woolwich.ca>
Subject: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - GRCA Draft Project File

Hi Trevor,

We are currently finalizing the Project File for the Greenhouse Road Reconstruction and Extension Municipal Class Environmental Assessment study in advance of the public review period. Please find below a link to download the draft Project File documents.

Please let me know if you have any questions or comments by August 31, 2023.

[Download Link](#)

Thank you,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com



September 8, 2023

Ryan Tucker
Engineering Project Supervisor
Township of Woolwich
24 Church Street West, PO Box 158
Elmira ON N3B 2Z6
rtucker@woolwich.ca

**Re: Municipal Class Environmental Assessment
Greenhouse Road Reconstruction and Extension
Greenhouse Road (Highway 7 to Metrolinx Guelph Subdivision), Breslau**

Dear Mr. Tucker,

The Grand River Conservation Authority (GRCA) has reviewed the draft Project File for the above-noted Class Environmental Assessment (Class EA).

The project will have the potential to impact parts of the Provincially Significant Breslau Wetland and associated watercourses. We have reviewed the Project File and can provide the following comments:

1. The wetland mapping in the Draft Project File Report and the environmental impact study (EIS) report appears to have a minor gap. The wetland boundary to the east of Greenhouse Road extends northward to Kramp Road. Please revise Figure 4-3b and Figure A6-2, respectively. Please also note that the wetland boundary verified by the GRCA does not encompass the entire meadow marsh community (MAM2-2) shown in these figures. The surveyed wetland boundaries should be clearly illustrated and labelled on all site plans as appropriate.
2. During detailed design and permitting, the GRCA will require an updated EIS, including a final impact assessment and confirmation of mitigation measures, once the final construction footprint, staging areas, temporary access roads, and need for dewatering are known.

- a. The GRCA does not have a compensation policy for wetland loss; rather, GRCA's policies for public infrastructure in/adjacent to wetlands take an approach of avoiding and then minimizing to the extent possible, prior to considering works within the wetland. Wetland vegetation removals for temporary laydown or service roads should be avoided as much as possible, prior to considering impacts and mitigation. Please ensure these areas are illustrated on the final detailed plans, and if they are still required within the wetland, the EIS will need to address the restoration and enhancement required under GRCA's public infrastructure policies.
 - b. We ask that retaining walls are considered to minimize the need for fill slopes within wetlands.
3. The GRCA administers Ontario Regulation 150/06 (not 157/06). Please revise Table 6-2 and Table 7.1 accordingly.
4. We do not have engineering comments to provide at this time, due to a significant review backlog. We may have additional engineering comments at a later date, but we believe they can be addressed / incorporated during detailed design.

We trust this information is of assistance, and we look forward to engaging the Township during detailed design. If you have any questions or require additional information, please contact me at 519-621-2763 ext. 2292 or theywood@grandriver.ca.

Sincerely,



Trevor Heywood
Resource Planner
Grand River Conservation Authority

cc: Steve Buckley, AECOM

From: Trevor Heywood <theywood@grandriver.ca>
Sent: January 27, 2025 1:30 PM
To: Zandvliet, Samantha
Cc: Ryan Tucker; Kuljanin, Milan; McLeod, Duncaun; Grueneis, Karl
Subject: Re: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - GRCA Review of PFR

This Message Is From an External Sender

This message came from outside your organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Report Suspicious

Thanks Samantha, GRCA has no further comments at this time.

Regards,

Trevor Heywood B.Sc.(Env.)
Resource Planner
Grand River Conservation Authority

400 Clyde Road, PO Box 729
Cambridge, ON N1R 5W6
Phone: 519-621-2761 ext. 2292
Email: theywood@grandriver.ca
www.grandriver.ca | [Connect with us on social media](#)

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: Friday, January 24, 2025 2:10 PM
To: Trevor Heywood <theywood@grandriver.ca>
Cc: Ryan Tucker <rtucker@woolwich.ca>; Kuljanin, Milan <Milan.Kuljanin@aecom.com>; McLeod, Duncaun <Duncaun.McLeod@aecom.com>; Grueneis, Karl <Karl.Grueneis@aecom.com>
Subject: Township of Woolwich Greenhouse Rd Reconstruction and Extension MCEA - GRCA Review of PFR

Hi Trevor,

Please find attached our response to GRCA staff comments on the draft Project File Report for the Greenhouse Road Reconstruction and Extension Project.

If you have any questions, please let us know.

Thank you,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
M +1-437-428-7519

samantha.zandvliet@aecom.com

AECOM

45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

Trevor Heywood
Resource Planner
Grand River Conservation Authority

January 24, 2025

Our Reference
60683946

Via Email Only

**Re: Greenhouse Road Reconstruction and Extension Project, Township of Woolwich
Municipal Class Environmental Assessment – Schedule B
Response to Grand River Conservation Authority Draft Project File Comments**

Dear Trevor Heywood:

Thank you for the comments from Grand River Conservation Authority (GRCA) staff dated September 8, 2023 regarding the draft Project File for the Greenhouse Road Reconstruction and Extension Project. We have reviewed your comments and addressed them below in **Table 1**.

Table 1: GRCA September 8, 2023 Comments and Study Team Responses

Item	GRCA Comment	Study Team Response
1.	The wetland mapping in the Draft Project File Report and the environmental impact study (EIS) report appears to have a minor gap. The wetland boundary to the east of Greenhouse Road extends northward to Kramp Road. Please revise Figure 4-3b and Figure A6-2, respectively. Please also note that the wetland boundary verified by the GRCA does not encompass the entire meadow marsh community (MAM2-2) shown in these figures. The surveyed wetland boundaries should be clearly illustrated and labelled on all site plans as appropriate.	Figure 4-3b in the Project File Report and Figure A6-2 in the EIS are depicting ELC results and has a line along portions of wetland communities that were confirmed with the GRCA. The full PSW boundary is shown in Figure A2 in the EIS. The full PSW boundary and portions delineated with the GRCA do not encompass the entire meadow marsh or extend to Kramp Road. To avoid confusion, Figure 4-3 and Figure A6 have been revised to include the full PSW boundary. The surveyed wetland boundaries will also be included on future drawings
2.	During detailed design and permitting, the GRCA will require an updated EIS, including a final impact assessment and confirmation of mitigation measures, once the final construction footprint, staging areas, temporary access roads, and need for dewatering are known. a. The GRCA does not have a compensation policy for wetland loss; rather, GRCA's policies for public infrastructure in/adjacent to wetlands	The EIS will be reviewed and updated during detailed design once the final construction footprint, staging areas, temporary access roads, and need for dewatering are known. a. Added "Wetland vegetation removals for temporary laydown or service roads shall be avoided as much as possible, prior to considering impacts and mitigation" to Item 1 in Section 7.1 in the

Item GRCA Comment

Study Team Response

	take an approach of avoiding and then minimizing to the extent possible, prior to considering works within the wetland. Wetland vegetation removals for temporary laydown or service roads should be avoided as much as possible, prior to considering impacts and mitigation. Please ensure these areas are illustrated on the final detailed plans, and if they are still required within the wetland, the EIS will need to address the restoration and enhancement required under GRCA's public infrastructure policies. b. We ask that retaining walls are considered to minimize the need for fill slopes within wetlands.	EIS and Section 8.1.3 in the Project File Report. Added "Item 29 - Consideration shall be provided for retaining walls to minimize the need for fill slopes within the wetland during detail design" to Section 7.2 in the EIS and Section 8.1.4 in the Project File Report. b. Added "Should temporary laydown areas or service roads require vegetation removal within the Breslau Provincially Significant Wetland Complex, design and remedial measures should adequately restore and enhance wetland features and functions as per the Grand River Conservation Authority's Public Infrastructure Policies (2015)" to Item 30 in Section 7.3 in the EIS and Section 8.1.5 in the Project File Report.
3.	The GRCA administers Ontario Regulation 150/06 (not 157/06). Please revise Table 6-2 and Table 7-1 accordingly.	This has since been updated to Ontario Regulation 41/24: Prohibited Activities, Exemptions, and Permits in the Project File Report.
4.	We do not have engineering comments to provide at this time, due to a significant review backlog. We may have additional engineering comments at a later date, but we believe they can be addressed / incorporated during detailed design.	Comments noted.

Please reach out to the undersigned if you have any additional questions or comments. You will receive the Notice of Completion with instructions on how to access the final Project File prior to the commencement of the 30-day review period. Thank you for your active participation in the Greenhouse Road Reconstruction and Extension Project.

Yours sincerely,



Samantha Zandvliet
Environmental Planner
AECOM Canada ULC

cc: Ryan Tucker, Township of Woolwich
Milan Kuljanin, AECOM
Duncaun McLeod, AECOM
Karl Grueneis, AECOM

Other Agencies and Stakeholders



From: Zandvliet, Samantha
Sent: Friday, July 22, 2022 1:52 PM
To: Mary Cole
Cc: rtucker@woolwich.ca; Buckley, Steve; Grueneis, Karl
Subject: RE: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Hi Mary,

Thank you for responding to the notice and confirming that the Goderich Exeter Railway no longer operates in this area.

Best regards,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
D +1-905-390-2047
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

From: Mary Cole <mary.cole@gwrr.com>
Sent: Thursday, July 21, 2022 2:15 PM
To: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>
Subject: [EXTERNAL] RE: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement
Importance: High

Hi Samantha,
I received your email and after location the area in question, I wanted to let you know that the Goderich Exeter Railway no longer operates in this area.
Metrolinx and Canadian National is the current operator and owner of the line.
Thanks,

Mary Cole
Real Estate Manager
Genesee & Wyoming Railroad Services, Inc.
13901 Sutton Park Drive South, Suite 270
Jacksonville, FL 32224

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Sent: Thursday, July 21, 2022 12:47 PM
Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>
Subject: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Hello,

Woolwich Township has initiated a Schedule B Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. This includes the extension of Greenhouse Road south of Kramp Road to the Metrolinx Corridor, with a turnaround area at the southerly end of the Greenhouse Road extension. Please find attached the Notice of Study Commencement for additional information.

As you are on the study's contact list, you will also receive advanced notification to participate in a future Public Information Centre.

If you have any comments or questions about this study, please contact the project team representatives identified in the attached notice.

Thank you,

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
D +1-905-390-2047
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

From: Zandvliet, Samantha
Sent: Wednesday, July 27, 2022 4:50 PM
To: Keith Prudham
Cc: Buckley, Steve; rtucker@woolwich.ca
Subject: RE: [EXTERNAL] Fwd: FW: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Hi Keith,

I have added you to the mailing list for this project.

Thank you,
Sam

Samantha Zandvliet
Environmental Planner, Impact Assessment and Permitting
D +1-905-390-2047
samantha.zandvliet@aecom.com

AECOM
45 Goderich Road, Suite 201
Hamilton, ON L8E 4W8, Canada
T +1-905-578-3040
aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

From: Keith Prudham <keith_prudham@stswr.ca>
Sent: Wednesday, July 27, 2022 2:42 PM
To: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>
Subject: [EXTERNAL] Fwd: FW: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Hi Samantha,

I hope you are well. Can you add me to this mailing list?

Thanks.

Keith Prudham
Operations Supervisor
Student Transportation Services of Waterloo Region
102-550 Bingemans Centre Dr.
Kitchener, Ontario N2B 3X9
Phone # (519) 744-7575 (ext. 226)
E-mail: keith_prudham@stswr.ca

This message, including any attachments, is privileged and may contain confidential information intended only for the person(s) named above. Any other copy, distribution or disclosure is strictly prohibited. If you are not the intended recipient of this information or have received this transmission in error, please notify the sender immediately by reply email and permanently delete the original transmission, including any attachments, without making a copy.

From: Jordan Neale <Jordan.Neale@wcdsb.ca>

Sent: Tuesday, July 26, 2022 3:56 PM

To: Jennifer Passy <Jennifer.Passy@wcdsb.ca>

Subject: FW: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Just an FYI as we were on their study contact list.

Jordan Neale

Planning Technician, WCDSB

480 Dutton Dr, Waterloo, ON N2L 4C6

519-578-3660 ext. 2355

From: Zandvliet, Samantha <Samantha.Zandvliet@aecom.com>

Sent: Thursday, July 21, 2022 12:47 PM

Cc: rtucker@woolwich.ca; Buckley, Steve <steve.buckley@aecom.com>

Subject: Woolwich Township Greenhouse Road Reconstruction and Extension MCEA - Notice of Commencement

Caution - External Email - This Message comes from an external organization. Do NOT click on unrecognized links or provide your username and/or password.

Hello,

Woolwich Township has initiated a Schedule B Municipal Class Environmental Assessment study for the reconstruction of Greenhouse Road from Highway 7 (Victoria Street North) to the Metrolinx Rail Corridor, in Breslau. This includes the extension of Greenhouse Road south of Kramp Road to the Metrolinx Corridor, with a turnaround area at the southerly end of the Greenhouse Road extension. Please find attached the Notice of Study Commencement for additional information.

As you are on the study's contact list, you will also receive advanced notification to participate in a future Public Information Centre.

If you have any comments or questions about this study, please contact the project team representatives identified in the attached notice.

Thank you,

Samantha Zandvliet

Environmental Planner, Impact Assessment and Permitting

D +1-905-390-2047

samantha.zandvliet@aecom.com

AECOM

45 Goderich Road, Suite 201

Hamilton, ON L8E 4W8, Canada

T +1-905-578-3040

aecom.com

Delivering a better world

[LinkedIn](#) | [Twitter](#) | [Facebook](#) | [Instagram](#)

Disclaimer - This email and any files transmitted with it are confidential and contain privileged or copyright information. You must not present this message to another party without gaining permission from the sender. If you are not the intended recipient you must not copy, distribute or use this email or the information contained in it for any purpose other than to notify us. If you have received this message in error, please notify the sender immediately, and delete this email from your system. We do not guarantee that this material is free from viruses or any other defects although due care has been taken to minimize the risk. Any views expressed in this message are those of the individual sender, except where the sender specifically states them to be the views of the Waterloo Catholic District School Board.