



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
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ORANGEVILLE • FERGUS • GRAVENHURST • HARRISTON

February 28, 2020

Town of Erin
5684 Trafalgar Road
Hillsburgh, Ontario N0B 1Z0

Attention: Nick Colucci
Director of Infrastructure Services

RE: TOWN OF ERIN
URBAN CENTRE WATER SERVICING
CLASS ENVIRONMENTAL ASSESSMENT
NOTICE OF COMPLETION
OUR FILE: A4674C

Dear Sir:

Please find attached, the *Notice of Completion* for the *Town of Erin, Urban Centre Water Servicing, Class Environmental Assessment (Class EA)* which was sent with the attached *sample* letter to the following Agencies and Residents. The Notice of Completion was also advertised in The Erin Advocate and The Wellington Advertiser for two (2) consecutive weeks, February 27th and March 5th, 2020.

	Agency	Contact
1	Ministry of Environment, Conservation & Parks Environmental Assessment and Approvals Branch (EAAB) 135 St. Clair Avenue West, 1 st Floor Toronto, Ontario M4V 1P5	Director, Class EA's and Declaration Section c/o Anna Maria Cross
2	Ministry of Environment, Conservation & Parks Hamilton Regional Office 12 th Floor, 119 King Street West Hamilton, Ontario L8P 4Y7	Ms. Barbara Slattery Environmental Resource Planner & EA Coordinator – West Central barbara.slattery@ontario.ca
3	Ministry of Environment, Conservation & Parks Hamilton Regional Office 12 th Floor, 119 King Street West Hamilton, Ontario L8P 4Y7	Ms. Lisa Williamson, Supervisor lisa.williamson@ontario.ca 519-873-6386
4	Ministry of Environment & Climate Change Guelph District Office 1 Stone Road West Guelph, Ontario N1G 4Y2	Rick Neubrand, Water Inspector rick.newbrand@ontario.ca 519-826-4752
5	Ministry of Heritage, Sport, Tourism, Culture 401 Bay Street, Suite 1700 Toronto, Ontario M7A 0A7	Deborah Hossack, Heritage Advisor deborah.hossack@ontario.ca



6	Ministry of Natural Resources & Forestry (MNRF) 1 Stone Road West Guelph, Ontario N1G 4Y2	Mitch Wilson, Guelph District Manager mitch.wilson@ontario.ca Melinda Thompson, District Planner (Acting) melinda.thompson@ontario.ca 519-826-6543 tara.McKenna@ontario.ca
7	Grand River Conservation Authority 400 Clyde Road, Box 729 Cambridge, Ontario N1R 5W6	Ashley Rye, Resource Planner arye@grandriver.ca 519-621-2763
8	Credit Valley Conservation 1255 Old Derry Road Mississauga, Ontario, L5N 6R4	Jakub Kilis, RPP Manager Infrastructure and Relations jakub.kilis@cvc.ca 905-670-1615 Ext 287 Cell# 647-212-6554 Christine Wilson, Manager, Planning Ecology (Acting) christine.wilson@cvc.ca Jennifer Dougherty, Water Quality Engineer jennifer.dougherty@cvc.ca 905-670-1615
9	County of Wellington 74 Woolwich Street Guelph, Ontario N1H 3T9	Aldo L. Salis Director of Planning and Development aldos@wellington.ca 519-837-2600 Ext.2100
10	Fisheries and Oceans Canada Fish & Fish Habitat Protection Program Canadian Coast Guard	fisheriesprotection@dfo-mpo.gc.ca Sheeva Nakhaie 1-855-852-8320
11	Ministry of Indigenous Relations & Reconciliation 160 Bloor St., East, 4 th Floor Toronto, Ontario M7A 2E6	Meghan Shannon, Senior Policy Advisor Indigenous and Northern Affairs meghan.shannon@ontario.ca 647-205-7666 David Big-Canoe, Policy Advisor Indigenous Affairs and Partner Relations david.big-canoe@ontario.ca 647-271-4764
12	Mississauga of the New Credit First Nation (MNCFN) 2789 Mississauga Road, R.R. #6 Hagersville, Ontario N0A 1H0	Chief R. Stacey LaForme stacey.laforme@mncfn.ca Mark Laforme, DOCA mark.laforme@mncfn.ca 905-768-1133
13	Haudenosaunee Confederacy Chiefs Council 16 Sunrise Court, Suite 600 P.O. Box 714 Ohsweken, Ontario N0A 1M0	Hohahes Leroy Hill Secretary to Haudenosaunee Confederacy Chiefs Council jocko@sixnationsns.com 519-445-4222
14	Six Nations of the Grand River Territory P.O. Box 5000 1695 Chiefswood Road Ohsweken, Ontario N0A 1M0	Chief Mark B. Hill markhill@sixnations.ca 519-445-2201 cc: Joanne Thomas, Consultation Supervisor email: jthomas@sixnations.ca
15	East Wellington Chamber of Commerce 5964 9 th Line	President 519-217-1630

	Erin, ON N0B 1T0	
16	Erin Village Business Improvement Association P.O. Box 428 Erin, ON N0B 1T0	Chris Bailey, Chair, Erin BIA info@villageoferin.com 519-833-9258
17	Wellington Source Water Protection c/o Township of Centre Wellington 7444 Wellington Road 21 Elora, ON N0B 1S0	Kyle Davis Risk Management Official kdavis@centrewellington.ca 519-846-9691 Ext 361
18	Ministry of Municipal Affairs and Housing Municipal Services Office - Western Exeter Road Complex 2nd Floor, 659 Exeter Rd London ON N6E 1L3	Erick Boyd, RPP, MCIP Manager, Community Planning & Development erick.boyd@ontario.ca 519-873-4025
19	OMAFRA 1 Stone Road West Guelph, Ontario N1G 4Y2	David Marriott, Rural Planner (Western Ontario) Land Use Policy & Stewardship david.marriott@ontario.ca 519-766-8811
	Municipality	Contact
20	Town of Caledon 6311 Old Church Road Caledon, ON L7C 1J6	Chief Building Official 905-584-2272 or 1-888-225-3366 Ext. 4035
21	Region of Peel Public Works 10 Peel Centre Drive, Suite A Brampton, ON L6T 4B9	Therese Estephan Adv Source Water Protection therese.estephan@peelregion.ca 905-791-7800 Ext 4343
22	County of Dufferin 55 Zina Street Orangeville, ON L9W 1E5	Michael Giles, Chief Building Official cbo@dufferincounty.ca 519-941-2362 Ext. 2701
23	Township of East Garafraxa 065371 Dufferin County Road 3 Unit 2 East Garafraxa, ON L9W 7J8	Susan Stone, CAO, Clerk-Treasurer suestone@amaranth-eastgary.ca 226-259-9400
	Additional	Contact
24	R.J. Burnside & Associates Limited 6990 Creditview Road, Unit 2 Mississauga, ON L5N 8R9	Ian Drever ian.drever@rjburnside.com Direct Line: 905-821-5903 Office: 905-821-1800
25	Carson Reid Homes 183 Dufferin Street Guelph, ON N1H 4B3	Carson Reid carson@carsonreidhomes.com

	Resident/Property Owners	Property Address	Contact
1	H4/TW4	1 Currie Road Hillsburgh, ON N0B 1Z0	Resident
2	H4/TW4	2 Currie Road Hillsburgh, ON N0B 1Z0	Resident
3	H4/TW4	3 Currie Road Hillsburgh, ON N0B 1Z0	Resident
4	H4/TW4	4 Currie Road Hillsburgh, ON N0B 1Z0	Resident
5	H4/TW4	18 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
6	H4/TW4	20 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
7	H4/TW4	22 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
8	H4/TW4	23 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
9	H4/TW4	25 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
10	H4/TW4	27 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
11	H4/TW4	29 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
12	H4/TW4	31 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
13	H4/TW4	33 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
14	H4/TW4	35 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
15	H4/TW4	37 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
16	H4/TW4	39 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
17	H4/TW4	63A Trafalgar Road Hillsburgh, ON N0B 1Z0	Resident
18	H4/TW4	41 Douglas Crescent Hillsburgh, ON N0B 1Z0	Resident
19	E9/TW3	5657 Wellington Road 23 Erin, ON N0B 1T0	Resident
20	E9/TW3	5672 Wellington Road 23 Erin, ON N0B 1T0	Resident
21	E9/TW3	5677 Wellington Road 23 Erin, ON N0B 1T0	Resident
22	E9/TW3	5680 Wellington Road 23 Erin, ON N0B 1T0	Resident
23	E9/TW3	5690 Wellington Road 23 Erin, ON N0B 1T0	Resident

Should you require additional information, please do not hesitate to contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

A handwritten signature in black ink, appearing to read "Ray Kirtz", written in a cursive style.

Ray D. Kirtz, P.Eng.

RDK/sjp

Encl. Class EA Notice of Completion
Sample Agency/Resident letter



**TRITON
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105 Queen Street West, Unit 14
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SAMPLE COPY

ORANGEVILLE • FERGUS • GRAVENHURST • HARRISTON

February 27, 2020

Ministry of Environment, Conservation and Parks
Environmental Assessment and Approvals Branch (EAAB)
135 St. Clair Avenue West, 1st Floor
Toronto, Ontario M4V 1P5

Attention: Director, Class EAs and Declaration Section

RE: TOWN OF ERIN
URBAN CENTRE WATER SERVICING
CLASS ENVIRONMENTAL ASSESSMENT
NOTICE OF COMPLETION
OUR FILE: A4674C

Dear Director,

On behalf of the Town of Erin, Triton Engineering Services Limited has completed a Schedule 'B' Class Environmental Assessment (Class EA) to address supply and storage requirements in each of the existing water systems in the urban centres of Hillsburgh and Erin Village for both existing development and future growth.

Recently, the Town invited you to participate in an online Public Information Centre (PIC) for this project, which took place from January 20, 2020 to February 7, 2020. The purpose of the online PIC was to provide information regarding the field studies and background reviews that have been completed to determine existing conditions of the study area and to support the evaluation of alternatives. Project related information and a copy of the Project File Report is being placed on public record for a 30-day review period beginning **February 28, 2020**.

The attached Notice of Completion, which will also be advertised on the Town's website and in the Wellington Advertiser and Erin Advocate Newspapers, provides next steps and details on the Class EA Project Completion and File Report. Subject to additional comments or concerns received as a result of the attached Notice of Completion and upon receipt of necessary regulatory approvals, the Town intends to proceed with the design and implementation of the project, which is to add a new well supply to each of the Hillsburgh and Erin municipal water systems.

As per the Notice, if you have any comments or concerns with the Class EA, please contact the Town and Triton Engineering Services Limited prior to **March 31, 2020**. If the concerns cannot be resolved to your satisfaction by **March 31, 2020**, you have the right to request a Part II Order from the Minister of the Environment, Conservation and Parks. The process that needs to be followed to request a Part II Order is outlined in the attached Notice.

This Notice has been circulated to appropriate government agencies, residents in the vicinity of the study area and members of the public whom have expressed interest in the project. If you have any questions or concerns, please do not hesitate to contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

A handwritten signature in black ink, appearing to read 'Ray Kirtz', written in a cursive style.

Ray Kirtz, P.Eng.
Project Engineer

RDK/sjp

Encl: Class EA Notice of Completion

cc: Nick Colucci, Director of Infrastructure Services, Town of Erin



TOWN OF ERIN

NOTICE OF COMPLETION

SCHEDULE 'B' MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

URBAN CENTRE WATER SERVICING

THE PROJECT

The Corporation of the Town of Erin (Town) owns, operates and maintains two residential drinking water systems, which are the Erin Municipal Water System and the Hillsburgh Municipal Water System, each being serviced by two communal wells drilled into the bedrock aquifer. In May 2015, the Town initiated a Class Environmental Assessment (Class EA) to evaluate potential solutions to address water supply and storage requirements for both existing development and future growth scenarios for the two urban centres of Hillsburgh and Erin Village (project), as identified in the 2014 Servicing and Settlement Master Plan (SSMP). The evaluation of alternatives has concluded. It has been established that the addition of a new well supply for each of the Hillsburgh and Erin Village water systems will provide additional supply capacity and redundancy to address current limitations and the needs of future development.

THE PROCESS

Triton Engineering Services Limited, on behalf of the Town, is completed this project, which has been planned under Schedule B of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015), an approved process under the Environmental Assessment Act. The Class EA process includes public and approval agency consultation, an evaluation of alternatives to address the identified requirements, an assessment of potential environmental effects and identification of reasonable measures to mitigate any adverse impacts that may result from the implementation of the project.

Project related information and a copy of the Project File Report is being placed in the public record on February 28, 2020 for review and can be found on the Town's website, under the following link: www.erin.ca/town-hall/corporate-initiatives/waterEA. The Town plans to proceed with the design and implementation of the project pending receipt of necessary regulatory approvals and subject to comments or concerns received as a result of this Notice.

COMMENTS

Interested persons should provide written comment on the project to either one of the following project team members on or before **March 31, 2020**.

Nick Colucci, P.Eng.
Director of Infrastructure Services
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
Phone: 519-855-4407
Toll Free: 1-877-818-2888
Fax: 519-855-4821
Email: nick.colucci@erin.ca

Ray Kirtz, P. Eng.
Triton Engineering Services Limited
105 Queen Street, West, Unit 14
Fergus, ON N1M 1S6
Phone: 519-843-3920
Fax: 519-843-1943
E-mail: rkirtz@tritoneng.on.ca

If concerns arise regarding this project which cannot be resolved in discussion with the Town, a person or party may request that the Minister of the Environment, Conservation and Parks make an order for the project to comply with Part II of the Environmental Assessment Act (referred to as a Part II Order), which addresses individual environmental assessments. Part II Order Requests must be made using a Part II Order Request Form, available online at <http://www.forms.ssb.gov.on.ca> and search for "Part II Order Request". Requests for a Part II Order must be received by the Minister at the address below within thirty (30) calendar days of this Notice. A copy of the request must also be sent to the Director, Environmental Assessment and Permissions Branch, at the address below, and the Town, to the attention of the Director of Infrastructure Services (address above). If there are no requests received by **March 31, 2020**, the project is deemed approved under the Environmental Assessment Act and the Town may proceed with the design and construction as presented in the project planning documentation.

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

Director, Environmental Assessment and
Permissions Branch
Ministry of the Environment, Conservation and
Parks
135 St. Clair Avenue West, 1st Floor
Toronto, ON M4V 1P5
MOECCpermissions@ontario.ca

Please note that information will be collected in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments received will become part of the public record.

This Notice first issued February 27, 2020.