

Appendix H

Town of Erin By-Laws 15-41 and 15-42

THE CORPORATION OF THE TOWN OF ERIN

BY-LAW NUMBER 15- 41

A by-law to regulate municipal water works within the urban area, Regulating the distribution, use and the establishment of municipal water within the Town of Erin, and to repeal By-laws listed in Schedule A.

WHEREAS The Corporation of the Town of Erin operates water production, treatment, storage and distribution systems;

AND WHEREAS pursuant to Section 11 of the *Municipal Act, 2001*, (the "Act") The Town of Erin has the responsibility for public utilities, including water distribution, production, treatment and storage within the Town of Erin and the collection, production, and treatment of such water and the financing thereof by a municipal corporation or local board thereof and all provisions of any special act relating to such collection and treatment of such water apply;

AND WHEREAS Section 11(9) of the Act provides that a by-law may be passed with respect to services or things provided by any person to the extent necessary;

AND WHEREAS Part III of the Act (Specific Municipal Powers) under the heading "Public Utilities" contains specific powers and provisions with respect to such systems;

AND WHEREAS Part XIV of the Act (Enforcement) provides that the Town of Erin may pass by-laws providing that any person who contravenes a by-law passed under the Act is guilty of an offence, and contains other enforcement provisions;

AND WHEREAS the Town of Erin is permitted to impose water fees and charges under Part XII of the Act; and section 398 of the Act provides that the Treasurer may add charges so imposed to the tax roll for the property to which the said Public Utilities were supplied and collect them in the same manner as taxes; and further O.Reg. 440/02 provides that charges so added to the tax roll for the supply of water have priority lien status as provided for in Section 1 of the Act;

NOW THEREFORE, the Council of the Corporation of the Town of Erin enacts as follows:

1 Application

That the rules and regulations set out in this By-law shall govern and regulate the operation of any system of the municipal water works owned by the Town and shall be considered to form a part of the contract between the Town and the owner, or occupant, of a property to supply municipal water by the Town within the Town of Erin.

2 Definitions:

That in this By-law, the following terms are defined as:

"Adjacent" for the purposes of section 3, "Adjacent" means that a property line is within 30 meters of a municipal water main, and that the building to be

serviced is not more than 120 meters from where the municipal water service valve would be located.

"Backflow Assembly" means a testable backflow mechanism

"Backflow Device" means a non testable backflow mechanism

"Development" means any building or site works proposed which would require issuance of a building permit as defined under the Building Code Act; a consent approval, a site plan approval, or approval of a plan of subdivision or condominium as defined by the Planning Act. Mandatory connection to the water service will not be required as a condition of building permit issuance for the following;

- pool enclosures,
- fences,
- uncovered decks,
- accessory structures of less than 108 ft²
- internal renovations not requiring septic system review in accordance with the Ontario Building Code

"Municipal Water User" means the owner or occupant of a property receiving municipal water service by way of written agreement/authorization of the Town of Erin Water Department.

"Municipal Water Works" means the facilities for the collection, production treatment, storage, supply or distribution of water or any part of the facilities.

"Non Metered Rate" means the charge will be calculated by using the annual average water consumption (cubic meter) for each system divided by twelve months and applying the Water Consumption Rates in accordance with Schedule "A" of By-Law Number 15-42 (Water Rate By-Law) where installation of meters is deemed by the Town of Erin Water Department to be impractical.

"Private Water Service" means all the physical and mechanical equipment and devices located on private property in providing municipal water works.

"Town of Erin Water Department" is a department of the Corporation of the Town of Erin as established in accordance of the Municipal Act as a public utility providing municipal water to the Town of Erin subject to the regulations of the Ontario Water Resources Act, R.S.O. 1990.

"Water Main" A potable water pipe located on a municipal right of way that has a minimum diameter of 150mm.

3 Application of Municipal Water Works

3.1 All requests for municipal water service shall be made to the Town of Erin Water Department and are subject to the approval of the Water Superintendent. All new municipal water service connections are subject to the fees outlined in Schedule B of By-Law 15-42 (Water Rate By-Law).

3.2 All properties requesting a potable water service within the urban areas of the villages of Hillsburgh and Erin shall only be serviced with municipal water works; where no municipal water works is available adjacent to the property, a private well shall be permitted.

3.3 Where municipal water service is provided adjacent to a municipal water

main, as a condition of approval of development the owner shall be required to connect to the municipal service, and cease of use of any existing well on the property; the well shall be decommissioned as per Wells Regulation 903 of the Ontario Water Resources Act..

4 Municipal Water Works - (Municipal Water Main to Private Property Line – Municipal Portion)

Where no Municipal Water Works is available to a property and is required, the prospective municipal water user is responsible for the cost of extending the municipal water works to the property line subject to the approval of the Town of Erin Water Department.

5 Private Water Service - (Private Property Line to building - Private Portion)

5.1 The private water service line on private property is owned, installed and maintained by the owner of the property, the installation and maintenance is subject to the satisfaction of the Town of Erin Water Department.

5.2 When connecting a private water line to the service valve at property line the Town shall be present to inspect the connection.

5.3 The water service line on private property shall be installed as per building code requirements.

5.4 Tracer wire shall be installed with any non conductive pipe.

6 Private Water Service (General)

6.1 The Town of Erin Water Department is not responsible for damages or costs to the private water service that may result as part of disconnection or reconnection of the municipal water supply.

6.2 The owner or occupant shall provide the Town of Erin Water Department with ready access to the property for the purpose of inspection or maintenance of a private water service.

6.3 Each individual private water service shall have a minimum of one meter. Additional separate private water services for fire protection do not require a meter.

6.4 If the Town of Erin Water Department deems a private water service a potential threat to the safety of the Municipal Water Works, the Town reserves the right to disconnect the service without notice until the potential threat is eliminated.

7 Private Water Service (meter and meter isolation valves)

7.1 Meters and Meter Isolation Valves shall be purchased from the Town of Erin Water Department and the municipal water user invoiced at current market value + 10% administration fee and taxes as noted in Schedule "B" of **By-law 15-42. (Water Rate By-Law)**

7.2 Meter size shall be at the discretion of the Town of Erin Water Department.

- 7.3 The Town of Erin Water Department reserves the right to conduct a water meter inspection or verification at any time.
- 7.4 Where a meter cannot be located as per this by-law the meter may be required to be installed in a meter pit at the property owners cost.
- 7.5 Repair or replacement of meter or touch pad due to normal usage shall be the responsibility of the Town of Erin Water Department. Repair or replacement of meter or touch pad due to damage, misuse or construction shall be at the property owners cost.
- 7.6 Meters shall be located so that all the water used on that property is metered. There should be ample clearance from the walls and other obstacles to allow the installation of a meter or access to the service pipe.
- 7.7 Meters, meter isolation valves and meter bypass valves shall be sealed by the Town of Erin Water Department and not tampered with, should repairs be undertaken, the seal must be reaffixed by the Town of Erin Water Department.

8 Private Water Service (Backflow prevention)

- 8.1 No municipal water user shall permit backflow of any water source into the potable drinking water lines which connects to the municipal water supply.
- 8.2 No owner shall connect the water service to any cisterns, well or other water source.
- 8.3 Backflow devices and assemblies shall be installed at the discretion of the Town of Erin Water Department.
- 8.3 Where a device is capable of creating pressure or backflow into the municipal water works from a private water service, the owners shall ensure the Town is notified and a suitable backflow assembly installed to the satisfaction of the Town of Erin Water Department.
- 8.4 Backflow assemblies shall be specified by an engineer with experience with backflow assemblies. The backflow assembly shall be installed by a certified plumber. All associated cost shall be the responsibility of the municipal water user.
- 8.5 The municipal water user shall submit annual back flow certification as required for all backflow assemblies.

9 Private Water Service (Frozen Water Service)

- 9.1 Municipal Water users shall protect all parts of the water service, meter, backflow device or assembly and appurtenances from freezing.
- 9.2 If a water meter, meter isolation valves or backflow device or assembly is damaged by freezing or any other means the property owner shall repair the water meter, meter isolation valves or backflow device or assembly within a period identified by the Town of Erin Water Department. If the leak is not repaired the water supply shall be disconnected without notice. Water lost shall be billed at the discretion of the Town of Erin Water Department

- 9.3 The Town of Erin Water Department is not responsible for damages to the private water service/property that may result from efforts to restore a frozen water pipe or temporary hook-up.
- 9.4 Temporary Water Service Provider's as well as Temporary Water Recipients will be charged the flat rate for that billing period as per Schedule "A" of By-law 15-42 (Water Rate By-Law).

10 Fire Protection

- 10.1 Equipment installed for the automatic extinguishing of fires in buildings, subject to approval from the Town of Erin Water Department. Connection is permitted to the municipal water supply provided no water shall be used for any purpose except the extinguishing of fires. All such equipment shall be provided with a separate valve at the street line and under exclusive control of the Town.
- 10.2 A backflow prevention device shall be installed on all fire extinguishing systems to ensure no connection with the municipal water supply.

11 Responsibility of Municipal Water User

- 11.1 The property owner is responsible to ensure that the following has been completed before requesting the water service is turned on:
- All applicable costs associated with this water service have been paid.
 - An inspection of the connection to the service valve at property line has been conducted and approved by the Town of Erin Water Department.
 - The water meter and appurtenances have been inspected, sealed and approved by the Town of Erin Water Department.
 - A water account has been opened with the Town of Erin Water Department.
- 11.2 Municipal Water Users shall ensure that the meter or meter bypass valve seal is affixed. Should the seal become damaged, the municipal water user must contact the Town of Erin Water Department to reaffix the seal within 15 days.
- 11.3 Municipal water users shall ensure that all water used by the property passes through the meter.
- 11.4 Municipal Water Users shall provide ready and convenient access to the private water service for inspection and repair by the Town of Erin Water Department at all times.
- 11.5 No person shall open or close any valve, hydrant or gate in the street main or interfere with the town water system in any manner.
- 11.6 Municipal water users shall insure that the water meter has been installed in an area that will allow for easy inspection and replacement.
- 11.7 Municipal water users shall notify the Town of Erin before a meter is relocated and allow access to reseal the meter within 15 days.

- 11.8 Municipal water users shall ensure that if a meter touch pad is used that the touch pad is installed in an area that is accessible for a meter reading.
- 11.9 Municipal water user shall ensure there is no water leaks between the service valve at property and the meter.
- 11.10 No person shall tamper with, cover or screen from view, a fire hydrant by any structure or vegetation or any other means.
- 11.11 The municipal water user shall ensure that payment is received by the Town of Erin Water Department on or before the due date printed on the billing invoice.

12 Penalties

- 12.1 Failure to comply with Section 11.1 will result in disconnection from the municipal water supply.
- 12.2 If a water meter is installed in a location that does not allow for easy inspection and replacement, the location shall be modified within a period identified by the Water Superintendent. Failure to do this will result in the account being charge at two times the non metered rate for that billing period.
- 12.3 If a meter does not register due to the negligence of a municipal water user, the meter must be repaired by the municipal water user at their cost. If the meter is not repaired within 30 days, meter shall be replaced with a radio frequency meter and the cost added to the water account.
- 12.4 If access to a property to install or maintain a water meter and appurtenances is not provided within 5 business days the water will be billed at two times the non metered rate or the water supply disconnected at the discretion of the Town of Erin Water Department.
- 12.5 The Municipal Water User must ensure meter seals are affixed, and not damaged or broken. Where the seal is discovered to be damaged or broken by the Town of Erin Water Department the fee identified in Schedule A of By-Law 15-42 (Water Rate By-Law) will be applied to the municipal water user's account. The Municipal Water User shall report any damage or broken seals to the Town of Erin Water Department to avoid this fee.
- 12.6 Where the metering requirements identified in this by-law are not met, the Town reserves the right to disconnect the supply of water to the property. A notice of disconnection will be delivered to the billing address 48 hours prior to disconnection of the water supply.
- 12.7 Where pre-authorized payments are not executed due to there being insufficient funds in a water user's account, the administration charge as per Schedule "B" of By-Law 15-42 and penalty then in effect will be added to the water user's account. If a second payment is not executed due to insufficient fund, the administration charge and penalty that is in effect will be added to the water user's water account and the privilege of pre-authorized payments will be withdrawn.
- 12.8 No person shall make any connection to the municipal water service or private water service without the prior written consent of the Town of Erin Water Department. The owner of the premises on which an

unlawful connection has been made shall be responsible for the water rates or charges which are applicable and in addition, liable for any other penalty provided by By-law or by any Act of the Legislative Assembly of Ontario or the Parliament of Canada. The rate shall be charged as per Schedule "B" of By-law 15-42 (Water Rate By-Law)

- 12.9 If a water leak is identified between the service line at property and the meter; the property owner shall repair the leak within a period identified by the Water Superintendent. If the leak is not repaired, the water supply shall be disconnected without notice. Water lost shall be billed at the discretion of the Water Superintendent.
- 12.10 Upon three months (90 days) after the due date, should the account remain unpaid, the Town will deliver or cause to be delivered to the service address, a notice of disconnection advising the customer that unless payment is received within 48 hours, service will be disconnected immediately.
- 12.11 If the customer at any premises omits, neglects or refuses to pay any bill rendered, whether for water service pipes, meter, service charge or any other monies to which the Town may be entitled in respect of water services to such premises, the Town may, at its discretion, disconnect the water supply or reduce the flow of water supply to the premises. The Town shall provide reasonable notice of the proposed disconnection to the owners and occupants of the land. Such charges have priority lien status, and shall be collected in accordance with the Municipal Act, 2001, and shall be added to the tax roll against the property in respect of which the water service was supplied.

13 Restrictions to Municipal Water Users

13.1 The Town of Erin reserves the right to restrict water consumption to a municipal water user when water consumption exceeds the following amounts.

Industrial	5,000m ³ per Billing Period (75 m ³ per day)
Commercial	2,000 m ³ per Billing Period
Residential [Per Unit]	500 m ³ per Billing Period

- 13.2 Municipal water users are restricted to days of use for the purpose of lawn watering. When the municipal water user's address ends in an even number, lawn watering is permitted on even number dates of the month and where the municipal address ends in an odd number, lawn watering is limited to odd number dates of the month.
- 13.3 Water service may be interrupted and suspended without notice to users in the event of an emergency. The Town of Erin Water Department is not responsible for damage or losses resulting from the interruption and ensuing reinstatement of water pressure.
- 13.4 A municipal water user may not without the consent of the Town, lend, sell, or dispose of the water, give it away, permit it to be taken or carried away, use or apply it to the use or benefit of another, or to any use and benefit other than his own.

14 Validity and Severability


14.1 It is hereby declared that notwithstanding any of the sections or provisions of this by-law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of the Council to enact, such sections or parts thereof shall be deemed to be severable and shall not affect the validity or enforceability of any other provisions of this by-law as a whole or part thereof and all other sections of this by-law shall be deemed to be separate and independent therefrom and enacted as such.

15 Repeal of By-law


15.1 The By-Laws listed in "Schedule A" of this by-law are hereby repealed and replaced by this By-law on such date that this By-law comes into force.

15.2 This By-law comes into force and effect on January 1, 2016.

Passed in open Council on October 20, 2015



Mayor



Clerk

SCHEDULE A
By-law 15 – 41

Rescinding and replacing
Water Works By-laws

By-laws related to former water rates, fees and regulations within the Town of Erin

By-Law No.	Status and effect
96-06	To require owners of buildings to connect such buildings to water works in the Village of Erin; amended by 97-14 Section 2,
96-14	To establish a frozen water service policy for the Village of Erin
31-96	To fix the prices and times of payment for the use of water within the Hillsburgh Water Works System; repealed by 00-43
5-97	To fix the prices and times of payment for the use of water within the Mountainview Water Works system; repealed by 00-43
97-14	Being a by-law to amend 96-06 to require owners of buildings to connect such buildings to water works in the Village of Erin
97-37	To regulate the distribution and use of water, fix prices and times of payment; repealed by 00-43
00-43	To regulate the distribution and use of water, fix prices and times of payment; repealed by 02-96 and amended by 00-72
00-72	amends 00-43 which regulate the distribution and use of water, fix prices and times of payment
02-96	To regulate the distribution and use of water, fix prices and times of payment; sections amended by 04-59, 04-81, 03-69 and repealed by 04-59 and 11-23
04-59	To regulate the distribution and use of water, fix prices and times of payment; replaces Section 5 and schedule B in 02-96; repealed by 11-47
04-81	To further amend 02-96 - to regulate the distribution and use of water, fix prices and times of payment; user fees in effect from 2005-2010
06-01	To provide for the collection of Municipal Water Rates by means of pre-authorized payments for 2006 and subsequent years
06-57	To amend section 5.2 of 02-96 and 04-59, being a by-law to regulate the distribution and use of water, fix prices and times of payment; fees are in force until Dec 2010
11-47	To regulate municipal water works within the urban area, regulating the distribution, use and the establishment of municipal water within the Town of Erin

THE CORPORATION OF THE TOWN OF ERIN

BY-LAW NUMBER 15-42

Being a By-law to enact rules and regulations and to establish water service rates and service fees for the water systems servicing the Town of Erin, and to repeal By-laws 11-23 and 02-96.

WHEREAS The Corporation of the Town of Erin operates water production, treatment, storage and distribution systems;

AND WHEREAS pursuant to Section 11 of the *Municipal Act, 2001*, (the "Act") The Town of Erin has the responsibility for public utilities, including water distribution, production, treatment and storage within the Town of Erin and the collection, production and treatment of such water and the financing thereof by a municipal corporation or local board thereof and all provisions of any special act relating to such collection and treatment of such water apply;

AND WHEREAS Section 11(9) of the Act provides that a by-law may be passed with respect to services or things provided by any person to the extent necessary;

AND WHEREAS Part III of the Act (Specific Municipal Powers) under the heading "Public Utilities" contains specific powers and provisions with respect to such systems;

AND WHEREAS Part XIV of the Act (Enforcement) provides that the Town of Erin may pass By-laws providing that any person who contravenes a by-law passed under the Act is guilty of an offence, and contains other enforcement provisions;

AND WHEREAS the Town of Erin is permitted to impose water fees and charges under Part XII of the Act; and Section 398 of the Act provides that the Treasurer may add charges so imposed to the tax roll for the property to which the said Public Utilities were supplied and collect them in the same manner as taxes; and further O. Reg. 440/02 provides that charges so added to the tax roll for the supply of water have priority lien status as provided for in Section 1 of the Act;

NOW THEREFORE the Council of The Corporation of the Town of Erin enacts as follows:

1 Application

That the rules and regulations set out in this By-law shall govern and regulate the financing of any system of the municipal water works owned by the Town of Erin and shall be considered to form a part of the contract between the Town of Erin and the owner, or occupant, of a property in which municipal water is supplied by the Town of Erin.

2 Definitions:

That in this By-law, the following terms are defined as:

"Municipal Water User" means the owner or occupant of a property receiving municipal water service by way of written agreement/authorization of the Town of Erin Water Department.

"Town of Erin Water Department" is a department of the Corporation of the Town of Erin as established in accordance to the Municipal Act as a public utility providing municipal water to the Town of Erin.

“Customer” means the owner, tenant or occupant of premises to which water is supplied by the Town of Erin.

“Premises” means any house, building, lot or part of lot or both, where water service is supplied.

“Public Utility” means water system service.

“Town of Erin” means The Corporation of the Town of Erin.

“User” means as the context requires, the applicant for water supply, the owner or occupant of or the person to whom invoices are sent for water supplied to a premises.

“Water” means potable water that is fit for human consumption.

“Water Meter” means the water meter and backflow preventer valve as approved by the Town of Erin and purchased by the property owner through the Town of Erin and installed by a licensed plumber.

“Water Service Connection” means that part of the water service pipe from the municipal water main to the street line including the shut off valve at the street line, which supplies water to any premises in the Town of Erin.

3 **Connection Fees**

3.1 An Infrastructure Tap In (ITI) Fee will be applied to all new water service installations that will be servicing an existing building. See Schedule “B” of this by-law.

3.2 Where the water component of development charges have been imposed, the ITI fee does not apply.

4 **Billing**

4.1 The Town of Erin Water Department administers all matters relating to billing, and collection of water accounts in accordance with Schedules A & B.

4.2 Before the initial supply of water or any subsequent reconnection to water service for any premises in the Town of Erin, the owner shall make application for same and the owner shall be governed by the requirements of this By-law.

4.3 The water consumed on all premises in the Town of Erin shall be charged for as indicated by the rates shown in Schedule “A” to this By-law. In this By-law and Schedule “A” the word “charge” and the word “rate”, both in the singular and the plural, have the same meaning.

4.4 Water meters shall be read or stipulated rates charged and accounts rendered quarterly, or on any other basis at the discretion of the Town of Erin Water Department. The Town of Erin may serve bills upon the customer, by delivery or mail, either at an address supplied by the customer, or bills shall be deemed to be served upon the said customer, if they are delivered or sent by mail to premises supplied with water.

4.5 All accounts shall be due and payable on or before the due date as printed on the billing invoice. That upon default of payment interest will be calculated at 1.25% per month on outstanding balances and added to the account on the first day of each calendar month in which default continues.

- 4.6 Additional charges in accordance with Schedule "B" shall be added to the Quarterly Water Bill.
- 4.7 The minimum monthly base charge for providing and maintaining water supply to any premises is payable per unit, in accordance with Schedule A. In instances when the occupant of any premise terminates their account with the Town of Erin, subsequent minimum monthly base charge shall be rendered to the owner of the premises until such time as a new occupant applies to the Town of Erin for the supply of water.
- 4.8 The Town of Erin is authorized to accept Pre-Authorized Payments (PAP) for provision of municipal water on behalf of the Town of Erin Water Department.
- 4.9 Information concerning the Pre-Authorization Payments will be made available to all water system users within the Town of Erin through the billing process.
- 4.10 The pre-authorization payments will consist of;
- a) Ten (10) equal monthly payments will be adjusted annually to the amounts required by the annual water bill. The monthly payments will be due on the 16th of each month from January to October or the next business day if the 16th falls on a weekend or a statutory holiday. The adjustment will be made on the 16th of November or the next business day if the 16th falls on a weekend or a statutory holiday.
- or
- b) Quarterly pre-authorized payments of actual per bill amounts will be due on the quarterly due date of the actual water bill issued.
- 4.11 Cost of Non-Sufficient Funds, (NSF) or PAP declining shall be added to the owners water account in accordance with Schedule "B".
- 4.12 Where PAP has been declined two (2) consecutive periods the customer will be removed from the PAP plan, and will then receive printed invoices payable according to billing cycle.
- 4.13 All costs incurred for service from the lot line to the residence will be the sole responsibility of the property owner, including cost incurred by tenants.
- 4.14 If, for any cause, a water meter fails to register, or the water meter is found to be not working properly, the water usage shall be deemed "unmetered" and the water user shall be billed at two and a half times the average annual water consumption for the same period as determined by the Town of Erin Water Department. An adjustment shall be made to the account upon the next actual meter read. The unmetered charges will be indicated on the water bill as "manual estimate." Upon receipt of the "manual estimated" water bill, the owner must contact the water department with an actual read and to arrange an appointment with the Town of Erin Water Department to have the water meter inspected.
- 4.15 When a municipal water user disputes the meter reading of water consumption indicated on the water bill, a meter reading verification test can be performed by The Town of Erin Water Department for an amount identified in Schedule "B"
- 4.16 When the owner requests a temporary removal of the water meter from their premises, for any reason, the water meter removal and reinstallation shall be done entirely at the expense of the Property Owner by a licensed plumber.

- 4.17 The Town of Erin, in its sole discretion, may recover the cost of providing water during the construction phase of a building, from connection until occupancy, in accordance to the flat rate set out in Schedule "A" of this By-law.

5 Collection

- 5.1 When an account is not paid by due date on the water bill, a late payment charge shown in Schedule "A" of this By-law will be added to the account and an overdue notice shall be sent by mail reminding the customer of the outstanding amount.
- 5.2 If the account has not been paid within ninety (90) days after the due date, the municipality may shut off the supply of the public utility by the municipality to land, provided that the municipality shall provide forty-eight (48) hours notice to the owners and occupants of the land by personal service or prepaid mail or by posting the notice on the land in a conspicuous place, and if the notice is given by prepaid mail the forty-eight hour period shall commence on the third day after the date of the mailing.
- 5.3 (a) If a customer omits, neglects or refuses to pay any bill rendered, whether for water service pipes, water service charges or any other monies to which the Town of Erin may be entitled in respect of the water services to such premises under this By-law, the Town of Erin may, at its discretion, shut off the flow of water to the premises and in addition to the amount owing and unpaid, a disconnection charge as shown in Schedule "B" of this by-law, will be levied against the delinquent account.
- (b) The treasurer may add charges imposed under this By-law for the supply of a public utility to the tax roll for the property to which the public utility was supplied, and collect them in the same manner as municipal taxes.
- (c) Pursuant to subsection 398 (2) of the Act every property to which Public Utility Services have been supplied, regardless of the party to whom they were supplied, may have the charges therefore added to the tax roll for the property and they may be collected in the same manner as municipal taxes.
- (d) With respect to Landlord and Tenant situations where the tenancy commences on, before or after the effective date of this By-law, the Landlord shall provide the Tenant with water services, and those services will be supplied to the Landlord/Property Owner who shall be the account holder and be responsible for the payment of the same as a debt to the municipality.
- 5.4 Where it has been necessary to discontinue service as a result of non-payment, a reconnection charge as shown in Schedule "B" of this by-law will be levied against the delinquent account.

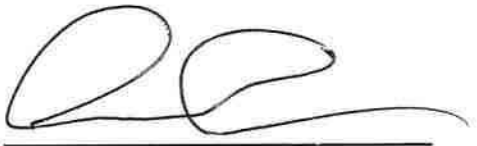
6 Validity and Severability

- 6.1 It is hereby declared that notwithstanding any of the sections or provisions of this by-law or parts thereof, may be declared by a court of competent jurisdiction to be invalid, unenforceable, illegal or beyond the powers of the Council to enact, such sections or parts thereof shall be deemed to be severable and shall not affect the validity or enforceability of any other provisions of this by-law as a whole or part thereof and all other sections of this by-law shall be deemed to be separate and independent therefrom and enacted as such.


7 Repeal of By-law

- 7.1 The By-Law # 11-23, including Schedule "A" & "B" ,By-Law # 02-96, including Schedule "A" and all sections relating to the billing, collecting, fees, rates and charges of the water systems of the Town of Erin are hereby repealed and replaced by this By-law on such date that this By-law comes into force.
- 7.2 This By-law comes into force and effect on January 1, 2016.

Passed in open Council on October 20, 2015



Mayor



Clerk

**Town of Erin
Schedule "A"
By-Law # 15-42
Water Billing**

WATER CONSUMPTION RATES					
Description	2016	2017	2018	2019	2020
Constant Rate(commencing Jan.1,2016) Per cubic meter (m ³)	\$ 3.99	\$ 3.99	\$ 3.99	\$ 3.99	\$ 3.99

MONTHLY BASE CHARGES					
Service Unit Description	2016	2017	2018	2019	2020
<2" Service	\$ 15.39	\$ 15.39	\$ 15.39	\$ 15.39	\$ 15.39
2" Service	\$ 30.77	\$ 30.77	\$ 30.77	\$ 30.77	\$ 30.77
4" Service	\$ 55.45	\$ 55.45	\$ 55.45	\$ 55.45	\$ 55.45
Multi-residential Services*	\$ 15.39 per dwelling unit	\$ 15.39 per dwelling unit	\$ 15.39 per dwelling unit	\$ 15.39 per dwelling unit	\$ 15.39 per dwelling unit
All Other Residential Users	\$ 15.39	\$ 15.39	\$ 15.39	\$ 15.39	\$ 15.39

*The base charge for all multi-resident premises shall be charged as per the number of units on the premises.

FLAT RATE CHARGE					
	2016	2017	2018	2019	2020
Flat Rate* (annual charge)	\$ 487.41	\$ 487.41	\$ 487.41	\$ 487.41	\$ 487.41

*For those water customers that do not have meters (where installation of meters is deemed by the Town of Erin to be impractical).

PENALTY	
Late Payment Charge (all water customers)	1.25% per month

**Town of Erin
Schedule B
By-law 15-42
Services & Fees**

Water Operator Services	Fee
Service Charges During Regular Work Hours (7:00am – 4:30pm Mon-Thurs, 7:00am – 11:00am Fri) -Operate/Disconnect/Reconnect water service -Water Valve Inspection -Water Meter Inspection/Verification	\$84.00/hour <i>1 hour minimum</i>
Service Charges Outside Regular Work Hours including weekends and statutory holidays (regular work hours are 7:00am – 4:30pm Mon-Thurs, 7:00am – 11:00am Fri) -Operate/Disconnect/Reconnect water service -Water Valve Inspection -Water Meter Inspection/Verification	\$168.00/hour <i>1 hour minimum</i>

Administration Charges	Fee
Non-Sufficient Funds (NSF) charge	\$25.00
Water Arrears Certificate	\$40.00
Water Arrears transfer to Tax Roll	\$250.00
Change of Occupancy -includes Water Meter Inspection and Initial Meter Reading	\$84.00

New Water Service Installation Charges	Fee
Infrastructure Tap In (ITI) Fee (Where the water component of development charges have been imposed, the ITI fee does not apply)	\$3,122.00
Installation of ¾" water service to the property line (the cost is based on the applicable time, equipment use and material for the installation including restoration from the water main to the property line)	\$6,350.00 + <i>applicable taxes</i> may be subject to additional fees in special circumstances
Installation of 1" water service to the property line (the cost is based on the applicable time, equipment use and material for the installation including restoration from the water main to the property line)	\$6,500.00 + <i>applicable taxes</i> may be subject to additional fees in special circumstances
Installation of Water services over 1" TBA at the discretion of the Water Superintendent (the cost shall be based on the applicable time, equipment use and material for the installation including restoration from the water main to the property line)	Time & Material
Water Meters and appurtenances	Current Market Value + 10%

Fines	Fee
Replacement Charges for Damaged Equipment	Time & Material
Meter Tampering Charge (This fee is applicable when a customer has tampered with the meter in any way, whether or not it actually affects the meter reading. It is assessed based on field investigation by a Town of Erin Water Operator)	\$650.00
Illegal access to municipal water	\$650.00

Appendix I

Consultation Records

Appendix I.1

Notice of Commencement Related Documents



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
e-mail: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST

May 5, 2015

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

Attention: Kathryn Ironmonger
Chief Administrative Officer

RE: TOWN OF ERIN
URBAN CENTRE WATER SERVICING
CLASS ENVIRONMENT ASSESSMENT
OUR FILE: A4674C

Dear Kathryn:

The attached Notice of Project Commencement letters for the Town of Erin, Urban Centre Water Servicing, Class Environmental Assessment (Class EA), were sent to the following Agencies (Letter A) and Municipalities (Letter B). The Notice of Project Commencement was also advertised in the Erin Advocate at the Wellington Advertiser for two (2) weeks.

	Agency (Letter A)	Contact
1	Ministry of Environment & Climate Change Environmental Assessment and Approvals Branch (EAAB) 2 St. Clair Avenue, Floor 12A Toronto, Ontario M4V 1L5	Director, Class EA's and Declaration Section
2	Ministry of Environment & Climate Change Hamilton Regional Office 12 th Floor, 119 King Street West Hamilton, Ontario L8P 4Y7	Ms. Barbara Slattery EA/Planning Co-Ordinator barbara.slattery@ontario.ca
3	Ministry of Environment & Climate Change Hamilton Regional Office 12 th Floor, 119 King Street West Hamilton, Ontario L8P 4Y7	Mr. Jamie Connelly Hydrogeologist/Team Leader jamie.connelly@ontario.ca
4	Ministry of Environment & Climate Change Guelph District Office 1 Stone Road West Guelph, Ontario N1G 4Y2	Ms. Manpreet Dhesi, Water/Wastewater Inspector manpreet.dhesi@ontario.ca 519-826-4279 (direct line)
5	Ministry of Tourism, Culture & Sport 401 Bay Street, Suite 1700 Toronto, Ontario M7A 0A7	Penny Young, Heritage Planner Penny.Young@ontario.ca 416-314-7145
6	Ministry of Natural Resources 1 Stone Road West Guelph, Ontario N1G 4Y2	David Marriott, District Planner david.marriott@ontario.ca 519-826-4926 (direct line)



7	Grand River Conservation Authority 400 Clyde Road Box 729 Cambridge, Ontario N1R 5W6	Jason Wagler, MCIP, RPP Resource Planner, Resource Management Div. jwagler@grandriver.ca 519-621-2761
8	Credit Valley Conservation 1255 Old Derry Road Mississauga, Ontario, L5N 6R4	Amanjot Singh Water Quality Engineer
9	County of Wellington 74 Woolwich Street Guelph, Ontario N1H 3T9	Aldo Salis, Senior Planner aldos@wellington.ca 519-837-2600
10	Department of Fisheries and Oceans Navigable Waters Protection Office Canadian Coast Guard 100 Front Street South Sarnia, Ontario N7T 2M4	Attention: Triage Group fisheriesprotection@dfo-mpo.gc.ca Tel: 1-855-852-8320
11	Ministry of Aboriginal Affairs 4 th Floor, 160 Bloor Street East Toronto, ON M7A 2E6	Pauline Wakegijig, Policy Advisor Consultation Unit Pauline.wakegijig@ontario.ca
12	Mississauga of the New Credit First Nation 2789 Mississauga Road, R.R. #6 Hagersville, Ontario N0A 1H0	Chief Bryan LaForme bryanlaforme@newcreditfirstnation.com
13	East Wellington Chamber of Commerce 83 Main Street, Suite 377 Erin, ON N0B 1T0	President info@ewcc.ca 519-217-1630
14	Erin Village Business Improvement Association P.O. Box 891 Erin, ON N0B 1T0	Chris Bailey, Chair, Erin BIA villageoferin@gmail.com 519-833-9258
15	Wellington Source Water Protection c/o Township of Centre Wellington 1 MacDonald Square Elora, ON N0B 1S0	Kyle Davis Risk Management Official kdavis@centrewellington.ca
16	Municipal Affairs and Housing Exeter Road Complex 2nd Floor, 659 Exeter Rd London ON N6E1L3	David Galbraith, Planner, Municipal Services David.galbraith@ontario.ca 519-873-4695 (Direct line)
17	OMAFRA 6484 Wellington Road 7 - Unit 10 Elora, ON N0B 1S0	Carol Neumann Rural Planner Phone: 519-846-3393 Fax: 519-846-8178
	Municipal (Letter B)	Contact
18	Town of Caledon 6311 Old Church Road Caledon, ON L7C 1J6	Bill Klingenberg, Chief Building Official 905-584-2272 or 1-888-225-3366 Ext. 4035
19	Region of Peel 10 Peel Centre Drive, Suite A & B Brampton, ON L6T 4B9	Elizabeth Weiss, Planning Department 1-888-919-7800 Ext. 4481 905-791-7800
20	County of Dufferin 55 Zina Street Orangeville, ON L9W 1E5	Michael Giles, Chief Building Official cbo@dufferincounty.ca 519-941-2362 Ext. 2701
21	Township of East Garafraxa 191282 – 13 th Line East Garafraxa, ON L9W 7B4	Susan Stone, CAO, Clerk-Treasurer suestone@amaranth-eastgary.ca 519-928-5298



We trust you will find the enclosed to be in order. Should you require additional information, please contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

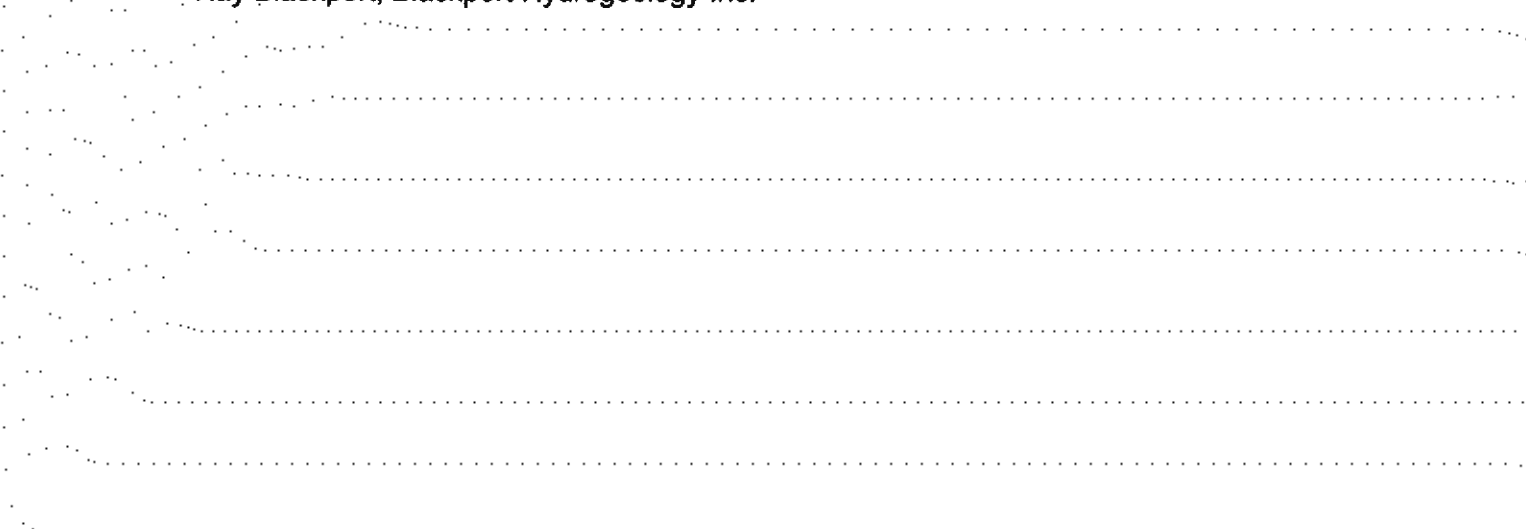


Christine M. Furlong, P.Eng.

CMF/sjp

Encl..

cc: Joe Babin, Water Superintendent, Town of Erin
Ray Blackport, Blackport Hydrogeology Inc.





TOWN OF ERIN

CLASS ENVIRONMENTAL ASSESSMENT

URBAN CENTRE WATER SERVICING

NOTICE OF PROJECT COMMENCEMENT

The Corporation of the Town of Erin has completed a Servicing and Settlement Master Plan (SSMP) for the urban centres of Hillsburgh and Erin Village. The SSMP identified water supply and storage deficiencies for the two communities and developed the following Problem/Opportunity statement for water servicing:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operational and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

The Town is initiating a Class Environmental Assessment (Class EA) in order to address the water supply and storage issues identified in the SSMP for both existing development and future growth. The project is being planned under Schedule B of the Municipal Class Environmental Assessment (October 2000, as amended in 2007 and 2011). Public input and comments are invited for incorporation into the planning of this project. Public Information Centres for this project will be held as the project progresses to share information with and solicit input from interested stakeholders.

As part of the public consultation program, a project contact list is being created. Stakeholders included on the list will receive information regarding the project including formal Notices. To be placed on the project contact list, to provide comments or to request further information, please contact both of the following:

Kathryn Ironmonger, CAO
Town of Erin
5684 Trafalgar Rd.
Hillsburgh, ON N0B 1Z0
Phone: 519-855-4407
Toll Free: 1-877-818-2888
Fax: 519-855-4821

E-mail: kathryn.ironmonger@erin.ca

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

This Notice first issued May 1, 2015.

Dina Lundy,
Clerk
Town of Erin



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
e-mail: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST

April 28, 2015

LETTER A

Ministry of Environment and Climate Change
Environmental Assessment and Approvals Branch (EAAB)
Floor 12A, 2 St. Clair Avenue
Toronto, Ontario M4V 1L5

Attention: Director, Class EA's and Declaration Section

RE: TOWN OF ERIN
URBAN CENTRE WATER SERVICING
CLASS ENVIRONMENT ASSESSMENT
OUR FILE: A4674C

Dear Madam/Sir:

The Town of Erin owns and operates two water systems in the urban centres of Hillsburgh and Erin Village. Both systems utilize groundwater as the water supply source. The Hillsburgh system includes two supply wells and in ground storage facilities. The Erin Village system also includes two supply wells along with in ground and elevated storage facilities. During the completion of a Servicing and Settlement Master Plan (SSMP), in 2014, for the Town's urban centres, water supply and storage deficiencies were identified in each system for both existing development and future growth. As a result, the Town is undertaking a Schedule B Class Environmental Assessment (Class EA) to examine options to address the identified issues. If you want to view additional information on the SSMP, the final report can be found on the Town's website at the following link: <http://www.erin.ca/file.ashx?id=19576db7-bb7d-41a5-b19e-71923fbb69f7>.

The urban centres are located in the West Credit River watershed. During the completion of the SSMP, Credit Valley Conservation assisted the Town with completing an existing conditions review for the area's natural environment. The findings of the review are included in Appendix B of the SSMP in a report titled: Erin Servicing and Settlement Master Plan: Phase 1 - Environmental Component - Existing Conditions Report. This report can be found on the Town's website at the following link: <http://www.erin.ca/town-hall/public-notice-details?id=6d9082b4-c5fb-4dca-8109-9a9a53cdf697>.

Please find enclosed a notice of project commencement for the Town of Erin Urban Centre Water Servicing Class EA. At this time, the Town requests your preliminary comments relating to the project so that all environmental features and constraints are identified and potential impacts assessed early on in the project.



We look forward to receiving your preliminary comments and should you have any questions or require additional information, please contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED



Christine M. Furlong, P. E.
Project Engineer

CMF/sjp
Encl. Notice of Commencement





**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
e-mail: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST

April 28, 2015

LETTER B

Township of East Garafraxa
191282 - 13th Line
East Garafraxa, Ontario L9W 7B4

Attention: Ms. Susan Stone, CAO/Clerk-Treasurer

RE: TOWN OF ERIN
URBAN CENTRE WATER SERVICING
CLASS ENVIRONMENT ASSESSMENT
OUR FILE: A4674C

Dear Madam:

The Town of Erin owns and operates two water systems in the urban centres of Hillsburgh and Erin Village. Both systems utilize groundwater as the water supply source. The Hillsburgh system includes two supply wells and in ground storage facilities. The Erin Village system also includes two supply wells along with in ground and elevated storage facilities. During the completion of a Servicing and Settlement Master Plan (SSMP), in 2014, for the Town's urban centres, water supply and storage deficiencies were identified in each system for both existing development and future growth. As a result, the Town is undertaking a Schedule B Class Environmental Assessment (Class EA) to examine options to address the identified issues. If you want to view additional information on the SSMP, the final report can be found on the Town's website at the following link: <http://www.erin.ca/file.ashx?id=19576db7-bb7d-41a5-b19e-71923fbb69f7>.

The urban centres are located in the West Credit River watershed. During the completion of the SSMP, Credit Valley Conservation assisted the Town with completing an existing conditions review for the area's natural environment. The findings of the review are included in Appendix B of the SSMP in a report titled: Erin Servicing and Settlement Master Plan: Phase 1 - Environmental Component - Existing Conditions Report. This report can be found on the Town's website at the following link: <http://www.erin.ca/town-hall/public-notices-details?id=6d9082b4-c5fb-4dca-8109-9a9a53cdf697>.

Please find enclosed a notice of project commencement for the Town of Erin Urban Centre Water Servicing Class EA. Your municipality is being advised of the project as there is the potential for Well Head Protection Areas (WHPA) to cross municipal boundaries depending on the extent of additional water taking needed to address the water supply deficits in the two communities by either increasing the capacity of existing sources or through the development of new groundwater supply wells.



At this time, the Town requests your preliminary comments relating to the project so that all environmental features and constraints are identified and potential impacts assessed early on in the project. As the project moves forward, we will continue to provide you with project information.

We look forward to receiving your preliminary comments and should you have any questions or require additional information, please contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED



Christine M. Furlong, P. Eng.
Project Engineer

CMF/sjp
Encl.: Notice of Commencement





TOWN OF ERIN

CLASS ENVIRONMENTAL ASSESSMENT

URBAN CENTRE WATER SERVICING

NOTICE OF PROJECT COMMENCEMENT

The Corporation of the Town of Erin has completed a Servicing and Settlement Master Plan (SSMP) for the urban centres of Hillsburgh and Erin Village. The SSMP identified water supply and storage deficiencies for the two communities and developed the following Problem/Opportunity statement for water servicing:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operational and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

The Town is initiating a Class Environmental Assessment (Class EA) in order to address the water supply and storage issues identified in the SSMP for both existing development and future growth. The project is being planned under Schedule B of the Municipal Class Environmental Assessment (October 2000, as amended in 2007 and 2011). Public input and comments are invited for incorporation into the planning of this project. Public Information Centres for this project will be held as the project progresses to share information with and solicit input from interested stakeholders.

As part of the public consultation program, a project contact list is being created. Stakeholders included on the list will receive information regarding the project including formal Notices. To be placed on the project contact list, to provide comments or to request further information, please contact both of the following:

Kathryn Ironmonger, CAO
Town of Erin
5684 Trafalgar Rd.
Hillsburgh, ON N0B 1Z0
Phone: 519-855-4407
Toll Free: 1-877-818-2888
Fax: 519-855-4821
E-mail: kathryn.ironmonger@erin.ca

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

This Notice first issued May 1, 2015.

Dina Lundy,
Clerk
Town of Erin

A4674C

Notices

TOWN OF ERIN



CLASS ENVIRONMENTAL ASSESSMENT URBAN CENTRE WATER SERVICING NOTICE OF PROJECT COMMENCEMENT

The Corporation of the Town of Erin has completed a Servicing and Settlement Master Plan (SSMP) for the urban centres of Hillsburgh and Erin Village. The SSMP identified water supply and storage deficiencies for the two communities and developed the following Problem/Opportunity statement for water servicing:

"Partial water servicing, in Hillsburgh and Erin Village, limits the operational and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development."

The Town is initiating a Class Environmental Assessment (Class EA) in order to address the water supply and storage issues identified in the SSMP for both existing development and future growth. The project is being planned under Schedule B of the Municipal Class Environmental Assessment (October 2000, as amended in 2007 and 2011). Public input and comments are invited for incorporation into the planning of this project. Public Information Centres for this project will be held as the project progresses to share information with and solicit input from interested stakeholders.

As part of the public consultation program, a project contact list is being created. Stakeholders included on the list will receive information regarding the project including formal Notices. To be placed on the project contact list, to provide comments or to request further information, please contact both of the following:

Kathryn Ironmonger, CAO
Town of Erin
5684 Trafalgar Rd.
Hillsburgh, ON N0B 1Z0
Phone: 519-855-4407
Toll Free: 1-877-818-2888
Fax: 519-855-4821
E-mail: kathryn.ironmonger@erin.ca

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

This Notice first issued May 1, 2015.

Dina Lundy, Clerk
Town of Erin

A4674C



TOWN OF ERIN CLASS ENVIRONMENTAL ASSESSMENT URBAN CENTRE WATER SERVICING NOTICE OF PROJECT COMMENCEMENT

The Corporation of the Town of Erin has completed a Servicing and Settlement Master Plan (SSMP) for the urban centres of Hillsburgh and Erin Village. The SSMP identified water supply and storage deficiencies for the two communities and developed the following Problem/Opportunity statement for water servicing:

"Partial water servicing, in Hillsburgh and Erin Village, limits the operational and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development."

The Town is initiating a Class Environmental Assessment (Class EA) in order to address the water supply and storage issues identified in the SSMP for both existing development and future growth. The project is being planned under Schedule B of the Municipal Class Environmental Assessment (October 2000, as amended in 2007 and 2011). Public input and comments are invited for incorporation into the planning of this project. Public Information Centres for this project will be held as the project progresses to share information with and solicit input from interested stakeholders.

As part of the public consultation program, a project contact list is being created. Stakeholders included on the list will receive information regarding the project including formal Notices. To be placed on the project contact list, to provide comments or to request further information, please contact both of the following:

Kathryn Ironmonger, CAO
Town of Erin
5684 Trafalgar Rd.
Hillsburgh, ON N0B 1Z0
Phone: 519-855-4407
Toll Free: 1-877-818-2888
Fax: 519-855-4821
E-mail: kathryn.ironmonger@erin.ca

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

This Notice first issued May 1, 2015.

Dina Lundy
Clerk
Town of Erin

Wednesday, May 6, 2015 - The Advocate | Page 5

Classified Whether you are looking for a used car or a used couch - check out our Classifieds every Wednesday in the Advocate!

Want to place an ad?
1.855.415.8237 (toll free), fax 1.855.515.4991

A4674C

Notices



TOWN OF ERIN

CLASS ENVIRONMENTAL ASSESSMENT URBAN CENTRE WATER SERVICING NOTICE OF PROJECT COMMENCEMENT

The Corporation of the Town of Erin has completed a Servicing and Settlement Master Plan (SSMP) for the urban centres of Hillsburgh and Erin Village. The SSMP identified water supply and storage deficiencies for the two communities and developed the following Problem/Opportunity statement for water servicing:

"Partial water servicing, in Hillsburgh and Erin Village, limits the operational and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development."

The Town is initiating a Class Environmental Assessment (Class EA) in order to address the water supply and storage issues identified in the SSMP for both existing development and future growth. The project is being planned under Schedule B of the Municipal Class Environmental Assessment (October 2000, as amended in 2007 and 2011). Public input and comments are invited for incorporation into the planning of this project. Public Information Centres for this project will be held as the project progresses to share information with and solicit input from interested stakeholders.

As part of the public consultation program, a project contact list is being created. Stakeholders included on the list will receive information regarding the project including formal Notices. To be placed on the project contact list, to provide comments or to request further information, please contact both of the following:

Kathryn Ironmonger, CAO
Town of Erin
5684 Trafalgar Rd.
Hillsburgh, ON N0B 1Z0
Phone: 519-855-4407
Toll Free: 1-877-818-2888
Fax: 519-855-4821
E-mail: kathryn.ironmonger@erin.ca

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

This Notice first issued May 1, 2015.

Dina Lundy, Clerk
Town of Erin

The Advocate
April 29th/15



TOWN OF ERIN CLASS ENVIRONMENTAL ASSESSMENT URBAN CENTRE WATER SERVICING NOTICE OF PROJECT COMMENCEMENT

The Corporation of the Town of Erin has completed a Servicing and Settlement Master Plan (SSMP) for the urban centres of Hillsburgh and Erin Village. The SSMP identified water supply and storage deficiencies for the two communities and developed the following Problem/Opportunity statement for water servicing:

"Partial water servicing, in Hillsburgh and Erin Village, limits the operational and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development."

The Town is initiating a Class Environmental Assessment (Class EA) in order to address the water supply and storage issues identified in the SSMP for both existing development and future growth. The project is being planned under Schedule B of the Municipal Class Environmental Assessment (October 2000, as amended in 2007 and 2011). Public input and comments are invited for incorporation into the planning of this project. Public Information Centres for this project will be held as the project progresses to share information with and solicit input from interested stakeholders.

As part of the public consultation program, a project contact list is being created. Stakeholders included on the list will receive information regarding the project including formal Notices. To be placed on the project contact list, to provide comments or to request further information, please contact both of the following:

Kathryn Ironmonger, CAO
Town of Erin
5684 Trafalgar Rd.
Hillsburgh, ON N0B 1Z0
Phone: 519-855-4407
Toll Free: 1-877-818-2888
Fax: 519-855-4821
E-mail: kathryn.ironmonger@erin.ca

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

This Notice first issued May 1, 2015.

Dina Lundy
Clerk
Town of Erin

SUMMARY OF COMMENTS RECEIVED FOLLOWING NOTICE OF COMMENCEMENT AND CORRESPONDING RESPONSE TO COMMENTS
TOWN OF ERIN
URBAN CENTRE WATER SERVICING
SCHEDULE B CLASS EA

Notice of Commencement Recipient	Received Comment From	Date of Comment	Comment Type	Comment	Action Taken in Response to Comment
Joseph Muller Heritage Planner Ministry of Tourism, Culture and Sport (MTCS)	Joseph Muller Heritage Planner MTCS	2015-04-29	Email	Future notices should be sent to Laura Hatcher, MTCS Laura.E.Hatcher@ontario.ca (copied on the email) and can be provided to MTCS via email.	Notified Laura Hatcher of the project commencement.
	Laura Hatcher MTCS	2015-04-29	Email	Penny Young is the Heritage Planner to be contacted for future correspondence related to this project.	Replaced Joseph Muller and Laura Hatcher with Penny Young (Penny.Young@ontario.ca) on the Project Contact List.
Patrick Marks Fisheries Protection Biologist Fisheries and Oceans Canada	Patrick Marks Fisheries Protection Biologist Fisheries and Oceans Canada	2015-04-29	Email	Future notices and correspondence for this project and other projects should be directed to the Fisheries Protection - Triage Group fisheriesprotection@dfm-mpo.gc.ca 1-855-852-8320	Forwarded Notice of Commencement to Fisheries Protection-Triage Group on 2015-05-01 via email.
Elisabeth Weiss Planning Department Region of Peel	Justyna Burkiewicz Supervisor, Water Quality and Compliance Water and Wastewater Divisions Region of Peel	2015-05-04	Email	Future notices/information on the potential impacts to Peel's source water protection areas and/or for review should be directed to: zzg-sourcewater@peelregion.ca attention: RMO Office	Updated project Contact List as per information provided.
Jason Wagler Resource Planner Resource Management Division Grand River Conservation Authority	Jason Wagler Resource Planner Grand River Conservation Authority	2015-05-11	Email	The small portion of Hillsburgh within GRCA's watershed contains no features of interest to the GRCA, therefore, GRCA does not have an interest in receiving future correspondence for this project.	On 2015-05-11 responded via email to ask if GRCA would like to be informed if the WHPA for a new well enters the GRCA watershed. Jason responded "yes" on 2015-05-11.
Aldo Salis Manager of Development Planning Department County of Wellington	Aldo Salis Manager of Development Planning Department County of Wellington	2015-05-04	Email	Requested to receive both hard copy and email copy for all future correspondence related to this project.	Noted that future project correspondence is to be provided via electronic and hard copy.
Chris Bailey Chair, Erin BIA Erin Village Business Improvement Association	Chris Bailey Chair, Erin BIA Village of Erin	2015-04-29	Email	Provide future correspondence related to this project via email.	Noted that Chris Bailey will continue to receive correspondence related to this project.

SUMMARY OF COMMENTS RECEIVED FOLLOWING NOTICE OF COMMENCEMENT AND CORRESPONDING RESPONSE TO COMMENTS
TOWN OF ERIN
URBAN CENTRE WATER SERVICING
SCHEDULE B CLASS EA

Notice of Commencement Recipient	Received Comment From	Date of Comment	Comment Type	Comment	Action Taken in Response to Comment
Barb Slatterly EA/Planning Co-ordinator Ministry of Environment and Climate Change (MOECC)	Barb Slatterly MOECC	2015-04-29	Email	Provide future correspondence related to this project via email and include Manpreet Dhesi, Water/Wastewater Inspector at Manpreet.dhesi@ontario.ca on all future correspondence	Added Manpreet Dhesi to project Contact List and noted preferred method to receive correspondence.
Kyle Davis Risk Management Official Wellington Source Water Protection	Kyle Davis	2015-04-30	Email	Provide future correspondence related to this project via email.	
Haudenosaunee Confederacy	Corwin Troje Aboriginal Relations/Ministry Partnerships Branch		Letter	Provide future correspondence related to this project to: Chief Hohahes Leroy Hill Secretary to Haudenosaunee Confederacy jocko@sixnationsns.com	Added Chief Hohohes Leroy Hill (jocko@sixnationsns.com) to project Contact List and emailed and mailed hard copy of Notice of Commencement on 2015-06-11.
	Tara McKenna District Planner MNRF, Guelph District	2018-05-18	Email	Was potentially not circulated the Notice of Commencement for this Project and as such, requested relevant documents for review and update on the Class EA status.	Provided an update on the Class EA status and comments regarding MNRF involvement in the project re: review and approval of the pump testing monitoring plan.
	Tara McKenna District Planner MNRF (Guelph District)	2018-07-16	Email	Does not require involvement in review of the monitoring plan; however, requests to receive future correspondence related to the project and to copy Melinda Thompson, Management Biologist, MNRF on future correspondence.	Kept Tara on the project Contact List and added Melinda Thompson to the Contact List for future correspondence.

From: Slattery, Barbara (MOECC) <barbara.slattery@ontario.ca>
Sent: April 29, 2015 8:44 AM
To: Shari Page
Cc: Dhesi, Manpreet (MOECC)
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Shari, thank you for the email and Notice. For the future, sending e-copies will be fine and much cheaper. Also, would you be so kind as to copy Ms Manpreet Dhesi, Water/Wastewater Inspector out of the Guelph Office on all future Notices: Manpreet.dhesi@ontario.ca

From: Shari Page [mailto:spage@tritoneng.on.ca]
Sent: April 28, 2015 4:58 PM
To: Slattery, Barbara (MOECC)
Cc: Christine Furlong
Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Barb,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Village of Erin BIA <villageoferin@gmail.com>
Sent: April 29, 2015 5:18 PM
To: Shari Page
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Follow Up Flag: Follow up
Flag Status: Flagged

Thanks Shari

Email is great to correspond with me.



Best regards,

Chris Bailey

Chair, Erin BIA

519-833-9258

villageoferin@gmail.com

From: Shari Page [mailto:spage@tritoneng.on.ca]

Sent: April 28, 2015 5:21 PM

To: info@villageoferin.com

Cc: Christine Furlong

Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Muller, Joseph (MTCS) <Joseph.Muller@ontario.ca>
Sent: April 29, 2015 10:14 AM
To: Shari Page
Cc: Hatcher, Laura (MTCS)
Subject: FW: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing
Attachments: Min of Tourism Heritage (JMuller).pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Hi Shari:

Thanks for your notice: I/we are usually good with just the digital notices. I'm cc'ing my team lead, Laura Hatcher, who delegates these projects to heritage planners like me, and I may be assigned this file as it falls within the central-SW Ontario footprint that is part of my coverage.

FYI, in the future you can send these notices to Laura for a more direct route, too.

Thanks again, and take care,

Joe

Joseph Muller, RPP, MCIP

Heritage Planner
Ministry of Tourism, Culture and Sport
Culture Division | Programs and Services Branch | Culture Services Unit

401 Bay Street, Suite 1700
Toronto, Ontario M7A 0A7

Tel. 416.314.7145 | Fax. 416.314.7175

From: Shari Page [mailto:spage@tritoneng.on.ca]
Sent: April 28, 2015 5:02 PM
To: Muller, Joseph (MTCS)
Cc: Christine Furlong
Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Mr. Muller,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

[REDACTED]

From: Hatcher, Laura (MTCS) <Laura.E.Hatcher@ontario.ca>
Sent: April 29, 2015 11:29 AM
To: Muller, Joseph (MTCS); Shari Page
Cc: Young, Penny (MTCS)
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Follow Up Flag: Follow up
Flag Status: Flagged

Thanks Joe, and Shari. Penny Young will be the Heritage Planner contact for this file. Penny will follow up with any comments we may have.

Laura

From: Muller, Joseph (MTCS)
Sent: April 29, 2015 10:14 AM
To: spage@tritoneng.on.ca
Cc: Hatcher, Laura (MTCS)
Subject: FW: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Hi Shari:

Thanks for your notice: I/we are usually good with just the digital notices. I'm cc'ing my team lead, Laura Hatcher, who delegates these projects to heritage planners like me, and I may be assigned this file as it falls within the central-SW Ontario footprint that is part of my coverage.

FYI, in the future you can send these notices to Laura for a more direct route, too.

Thanks again, and take care,

Joe

Joseph Muller, RPP, MCIP

Heritage Planner
Ministry of Tourism, Culture and Sport
Culture Division | Programs and Services Branch | Culture Services Unit

401 Bay Street, Suite 1700
Toronto, Ontario M7A 0A7

Tel. 416.314.7145 | Fax. 416.314.7175

From: Shari Page [<mailto:spage@tritoneng.on.ca>]
Sent: April 28, 2015 5:02 PM

To: Muller, Joseph (MTCS)

Cc: Christine Furlong

Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Mr. Muller,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Marks, Patrick <Patrick.Marks@dfo-mpo.gc.ca>
Sent: April 29, 2015 8:27 AM
To: Shari Page
Subject: FW: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing
Attachments: Fisheries & Ocean (PMarks).pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Ms. Page please forward this e-mail and all future e-mail and regular mail correspondence for this project and other projects to the Fisheries Protection-Triage Group to the link below. Everything being submitted to DFO must be sent to the Triage Group.

fisheriesprotection@dfo-mpo.gc.ca and telephone number 1 855 852-8320

Sincerely,
Patrick

Patrick Marks

Fisheries Protection Biologist | Biologiste de protection des pêches
Fisheries Protection Program | Programme de protection des pêches
Fisheries and Oceans Canada | Pêches et Océans Canada
867 Lakeshore Road | 867 chemin Lakeshore
Burlington, ON, L7S 1A1

Email/C. élec: Patrick.Marks@dfo-mpo.gc.ca
Phone/Tél: (905) 336-6235
Fax/Télécopieur: (905) (905) 336-6285
Government of Canada | Gouvernement du Canada

Fisheries and Oceans Canada has changed the way new project proposals (referrals), reports of potential Fisheries Act violations (occurrences) and information requests are managed in Central and Arctic Region (Alberta, Saskatchewan, Manitoba, Ontario, Nunavut and the Northwest Territories). Please be advised that general information regarding the management of impacts to fish and fish habitat and self-assessment tools (e.g. Measures to Avoid Harm) that enable you to determine Fisheries Act requirements are available at DFO's "Projects Near Water" website at www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html. For all occurrence reports, or project proposals where you have determined, following self-assessment, that you cannot avoid impacts to fish and fish habitat, please submit to fisheriesprotection@dfo-mpo.gc.ca. For general inquiries call 1 855 852-8320.

From: Shari Page [mailto:spage@tritoneng.on.ca]
Sent: 2015-April-28 5:11 PM
To: Marks, Patrick
Cc: Christine Furlong
Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Mr. Marks,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Kyle Davis <KDavis@centrewellington.ca>
Sent: April 30, 2015 4:12 PM
To: Shari Page
Cc: Christine Furlong
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Shari and Christine,

Thank you. Email is fine.

Regards,

Kyle

From: Shari Page [mailto:spage@tritoneng.on.ca]
Sent: Tuesday, April 28, 2015 5:23 PM
To: Kyle Davis
Cc: Christine Furlong
Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Kyle,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Shari Page
Sent: May 1, 2015 10:16 AM
To: 'fisheriesprotection@dfo-mpo.gc.ca'
Cc: Christine Furlong
Subject: FW: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing
Attachments: TRIAGE Fisheries & Oceans.pdf
Follow Up Flag: Follow up
Flag Status: Flagged

Good morning,

As instructed by Patrick Marks (email correspondence below), I am forwarding the attached and all future correspondence with regard to this *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario*.

A hard copy of this letter and notice will also follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Marks, Patrick [mailto:Patrick.Marks@dfo-mpo.gc.ca]
Sent: Wednesday, April 29, 2015 8:27 AM
To: Shari Page
Subject: FW: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Ms. Page please forward this e-mail and all future e-mail and regular mail correspondence for this project and other projects to the Fisheries Protection-Triage Group to the link below. Everything being submitted to DFO must be sent to the Triage Group.

fisheriesprotection@dfo-mpo.gc.ca and telephone number 1 855 852-8320

Sincerely,
Patrick

Patrick Marks

Fisheries Protection Biologist | Biologiste de protection des pêches
Fisheries Protection Program | Programme de protection des pêches
Fisheries and Oceans Canada | Pêches et Océans Canada
867 Lakeshore Road | 867 chemin Lakeshore
Burlington, ON, L7S 1A1

Email/C. élec: Patrick.Marks@dfo-mpo.gc.ca
Phone/Tél: (905) 336-6235
Fax/Télécopieur: (905) (905) 336-6285
Government of Canada | Gouvernement du Canada

Fisheries and Oceans Canada has changed the way new project proposals (referrals), reports of potential Fisheries Act violations (occurrences) and information requests are managed in Central and Arctic Region (Alberta, Saskatchewan, Manitoba, Ontario, Nunavut and the Northwest Territories). Please be advised that general information regarding the management of impacts to fish and fish habitat and self-assessment tools (e.g. Measures to Avoid Harm) that enable you to determine Fisheries Act requirements are available at DFO's "Projects Near Water" website at www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html. For all occurrence reports, or project proposals where you have determined, following self-assessment, that you cannot avoid impacts to fish and fish habitat, please submit to fisheriesprotection@dfo-mpo.gc.ca. For general inquiries call 1 855 852-8320.

From: Shari Page [<mailto:spage@tritoneng.on.ca>]

Sent: 2015–April-28 5:11 PM

To: Marks, Patrick

Cc: Christine Furlong

Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Mr. Marks,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Shari Page
Sent: May 1, 2015 2:52 PM
To: 'Young, Penny (MTCS)'
Cc: 'Hatcher, Laura (MTCS)'; 'Muller, Joseph (MTCS)'; Christine Furlong
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing
Attachments: Min. of Tourism, Culture, Sport (PYoung,Heritage Planner).pdf

Good afternoon Penny,

With Laura's and Joe's helpful direction, I am forwarding the attached and all future correspondence to your attention with regard to this, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Enjoy your weekend!

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Hatcher, Laura (MTCS) [mailto:Laura.E.Hatcher@ontario.ca]
Sent: Wednesday, April 29, 2015 11:29 AM
To: Muller, Joseph (MTCS); Shari Page
Cc: Young, Penny (MTCS)
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Thanks Joe, and Shari. Penny Young will be the Heritage Planner contact for this file. Penny will follow up with any comments we may have.

Laura

From: Muller, Joseph (MTCS)
Sent: April 29, 2015 10:14 AM
To: spage@tritoneng.on.ca
Cc: Hatcher, Laura (MTCS)
Subject: FW: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Hi Shari:

Thanks for your notice: I/we are usually good with just the digital notices. I'm cc'ing my team lead, Laura Hatcher, who delegates these projects to heritage planners like me, and I may be assigned this file as it falls within the central-SW Ontario footprint that is part of my coverage.

FYI, in the future you can send these notices to Laura for a more direct route, too.

Thanks again, and take care,

Joe

Joseph Muller, RPP, MCIP

Heritage Planner
Ministry of Tourism, Culture and Sport
Culture Division | Programs and Services Branch | Culture Services Unit

401 Bay Street, Suite 1700
Toronto, Ontario M7A 0A7

Tel. 416.314.7145 | Fax. 416.314.7175

From: Shari Page [<mailto:spage@tritoneng.on.ca>]
Sent: April 28, 2015 5:02 PM
To: Muller, Joseph (MTCS)
Cc: Christine Furlong
Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Mr. Muller,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Aldo Salis <aldos@wellington.ca>
Sent: May 4, 2015 2:07 PM
To: Shari Page
Cc: Christine Furlong; Sarah Wilhelm
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Shari,

We would prefer to receive both hard copies of the correspondence for our files and email copies please so we can easily forward to others as needed.

Much appreciated,
Aldo

Aldo L. Salis, BES, M.Sc. MCIP, RPP
Manager of Development Planning
Planning & Development Department
County of Wellington
74 Woolwich Street
Guelph, ON N1H 3T9
T 519.837.2600 x 2100
E aldos@wellington.ca
W www.wellington.ca

From: Shari Page [mailto:spage@tritoneng.on.ca]
Sent: April 28, 2015 5:09 PM
To: Aldo Salis
Cc: Christine Furlong
Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Mr. Salis,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Christine Furlong
Sent: May 4, 2015 2:53 PM
To: Shari Page
Subject: FW: Town of Erin, Urban Water Servicing Class EA
Attachments: 00206B826942150504135320.pdf

From: Burkiewicz, Justyna [mailto:Justyna.Burkiewicz@peelregion.ca]
Sent: May-04-15 1:44 PM
To: Christine Furlong
Cc: Weiss, Elisabeth; ZZG-SourceWater; Banuri, Syeda
Subject: Town of Erin, Urban Water Servicing Class EA

Hello Christine,

Last week, we received a call from Ms. Sherry Page regarding the Class EA project your company has undertaken on behalf of Town of Erin. This morning, we also received a paper notice of Project Commencement for Town of Erin, Urban Servicing Class EA. Please note Elisabeth Weiss is not the right contact for this type of enquiries and any future notices/information on the potential impacts to Peel's source water protection areas (WHPAs), and/or for review should be directed to zzg-sourcewater@peelregion.ca to attention of Peel's RMO office.

Regards,

Justyna Burkiewicz
Supervisor, Water Quality and Compliance
Water and Wastewater Divisions
Region of Peel
Tel: 905-791-7800 ext. 4494
Fax: 905-791-0728

From: McKenna, Tara (MNRF) <Tara.McKenna@ontario.ca>
Sent: July 16, 2018 10:57 AM
To: Christine Furlong
Cc: Thompson, Melinda (MNRF)
Subject: RE: Town of Erin- Potable Water EA

Hi Christine,

I don't anticipate needing to be involved in the monitoring plan, however, please keep us in the loop as this file progresses. Thanks,
Tara

Tara McKenna, M.Pl.
District Planner

Ministry of Natural Resources and Forestry, Guelph District
1 Stone Road West
Guelph ON, N1G 4Y2
(P) 519-826-4912
(F) 519-826-4929
email: tara.mckenna@ontario.ca

From: Christine Furlong [mailto:cfurlong@tritoneng.on.ca]
Sent: May-31-18 4:57 PM
To: McKenna, Tara (MNRF)
Cc: Andrew Pentney (apentney@rogers.com); Marray, Liam (Liam.Marray@cvc.ca); 'jdougherty@creditvalleyca.ca'; Shannon Davison (sdavison@aboudtng.com); Vandervoort, Alaina (MNRF); Slattery, Barbara (MOECC)
Subject: RE: Town of Erin- Potable Water EA

Hello Tara

Attached is the Notice of Commencement that was sent to the attention of Dave Marriot at the MNRF Guelph District Office in April 2015.

Triton Engineering is the project manager for the Town of Erin. Andrew Pentney of Groundwater Science Corp. is the hydrogeologist. Aboud and Associates (Shannon Davison) is reviewing the natural heritage components for the project. Shannon has been in contact with Alaina Vandervoort at your office (see attached email).

Also attached is some mapping of the general areas that are under consideration for new municipal wells for Erin Village and Hillsburgh.

We have had discussions with CVC in the past about general requirements for monitoring during pump testing and are working toward submitting a monitoring plan to them.

Does your Ministry want to be involved with the review and approval of the monitoring plan as well?

We believe that CVC and MNRF would have many of the same concerns relating to additional water taking and the construction of water treatment facilities (fisheries, species at risk, etc.). It would be appreciated if comments from MNRF and CVC could be co-ordinated in some way.

The following is a summary of the work completed to date and the workplan for the future:

- Tried to pump test the existing firehall well in Hillsburgh in April 2017. This was not successful.
- Drilled a test well on town owned land near the intersection of Kenneth Ave and Ninth Line in Erin Village (noted on the attached mapping as #1 Mountainview). Preliminary development of the well resulted in an estimated yield of 90 IGPM which is too low to be used as a viable municipal supply.
- Proceeding with a drilling program for the sites shown on the attached mapping.
- Sites #2 and #3 in Erin Village and Sites #1 and #2 in Hillsburgh will be the first sites for drilling 150 mm test wells which should take place within the next 2 months.
- Permits to take water from MOECC are required to complete pump testing on the test wells
- CVC and MOECC will be circulated the proposed monitoring program for review and approval (we can add MNRF to this circulation if you wish)
- If the results from the test well pumping indicate water of adequate quantity and quality, the Town would then over drill the test well to a larger diameter to create a production well for a municipal supply
- A longer term pumping test would be completed for each production well

We trust the above provides your office with an overview of past and future work for the Town of Erin water servicing Class EA. Should you have any questions, please call our office.

Christine Furlong, P. Eng

Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

Privacy and Confidential Notice

The information contained in this email message may be privileged and confidential information and is intended only for the use of the individual and/or entity identified in the alias address of this message. If the reader of this message is not the intended recipient, or any employee or agent responsible to deliver it to the intended recipient, you are hereby requested not to distribute or copy this communication. If you have received this communication in error, please notify us immediately by telephone or return email and delete the original message from your system.

From: McKenna, Tara (MNRF) [<mailto:Tara.McKenna@ontario.ca>]
Sent: May 18, 2018 1:37 PM
To: Christine Furlong
Subject: Town of Erin- Potable Water EA

Hi Christine,

I just wanted to follow up regarding the Town of Erin Potable Water EA.

I don't believe we were circulated on this, or perhaps I missed it. Would you mind sending me the relevant documents for review, and updating me on the status of this EA? I just want to make sure that if MNRF needs to comment, that we're involved as soon as possible.

Thanks!

Tara

Tara McKenna, M.Pl.

District Planner

Ministry of Natural Resources and Forestry, Guelph District

1 Stone Road West

Guelph ON, N1G 4Y2

(P) 519-826-4912

(F) 519-826-4929

email: tara.mckenna@ontario.ca

[REDACTED]

From: Jason Wagler <jwagler@grandriver.ca>
Sent: May 11, 2015 8:43 AM
To: Shari Page
Cc: Christine Furlong
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Hi Shari,

Thank you for sending the notice of the subject EA.

A small portion of the urban boundary of Hillsburgh is located within the GRCA's watershed, however, this portion contains no features of interest to the GRCA. As such, given that this EA is for water servicing, we do not have an interest in receiving future correspondence for this project.

I trust this is sufficient.

Regards,

Jason Wagler, MCIP, RPP
Resource Planner
Grand River Conservation Authority
400 Clyde Rd, Cambridge ON N1R 5W6
(519) 621-2763 x2320
www.grandriver.ca

From: Shari Page [mailto:spage@tritoneng.on.ca]
Sent: April-28-15 5:05 PM
To: Jason Wagler
Cc: Christine Furlong
Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Jason,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

[REDACTED]

From: Jason Wagler <jwagler@grandriver.ca>
Sent: May 11, 2015 9:46 AM
To: Christine Furlong; Shari Page
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Yes please – thanks Christine.

Jason

From: Christine Furlong [mailto:cfurlong@tritoneng.on.ca]
Sent: May-11-15 9:45 AM
To: Jason Wagler; Shari Page
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Hello Jason

If the Town drills a new well for future water supply and the WHPA enters the Grand River watershed, do you want to be circulated?

Christine Furlong, P. Eng

Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

Privacy and Confidential Notice

The information contained in this email message may be privileged and confidential information and is intended only for the use of the individual and/or entity identified in the alias address of this message. If the reader of this message is not the intended recipient, or any employee or agent responsible to deliver it to the intended recipient, you are hereby requested not to distribute or copy this communication. If you have received this communication in error, please notify us immediately by telephone or return email and delete the original message from your system.

From: Jason Wagler [mailto:jwagler@grandriver.ca]
Sent: May-11-15 8:43 AM
To: Shari Page
Cc: Christine Furlong
Subject: RE: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Hi Shari,

Thank you for sending the notice of the subject EA.

A small portion of the urban boundary of Hillsburgh is located within the GRCA's watershed, however, this portion contains no features of interest to the GRCA. As such, given that this EA is for water servicing, we do not have an interest in receiving future correspondence for this project.

I trust this is sufficient.

Regards,

Jason Wagler, MCIP, RPP
Resource Planner
Grand River Conservation Authority
400 Clyde Rd, Cambridge ON N1R 5W6
(519) 621-2763 x2320
www.grandriver.ca

From: Shari Page [<mailto:spage@tritoneng.on.ca>]

Sent: April-28-15 5:05 PM

To: Jason Wagler

Cc: Christine Furlong

Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing

Good afternoon Jason,

On behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,

Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

From: Shari Page
Sent: June 11, 2015 10:42 AM
To: jocko@sixnationsns.com
Cc: Christine Furlong
Subject: Town of Erin, Notice of Project Commencement, Class Environmental Assessment, Urban Centre Water Servicing
Attachments: Haudenosaunee Confederacy.pdf

Good morning,

As per direction in a letter from Corwin Troje, Aboriginal Relations/Ministry Partnerships Branch and on behalf of the Town of Erin, please find attached, *Notice of Project Commencement for the Town of Erin, Class Environmental Assessment for Urban Centre Water Servicing in Hillsburgh and Erin Village, Ontario.*

A hard copy of this letter and notice will follow by mail, however, we would like to know your preference for receiving future correspondence for this project whether it be email only, mail only or if you would prefer both. Kindly let us know.

Should you require further clarification to any of the attached, please do not hesitate to contact our office.

Kind regards,
Shari

Shari Page



Triton Engineering Services Limited
105 Queen Street West, Unit 14 Fergus, ON N1M 1S6
Tel - (519) 843-3920 • Fax - (519) 843-1943 • www.tritoneng.on.ca

This email message and any files transmitted with it are proprietary and confidential information of the sender and are intended only for the person(s) to whom this email is addressed. If you have received this email message in error, please notify the sender immediately by telephone or email and destroy the original message without making a copy.

Appendix I.2

PIC Related Documents



TOWN OF ERIN

URBAN CENTRE WATER SERVICING

CLASS ENVIRONMENTAL ASSESSMENT

NOTICE OF ONLINE PUBLIC CONSULTATION CENTRE

THE STUDY

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 deficiencies for both existing development and future growth scenarios for the two urban centres of Hillsburgh and Erin Village (project), as identified in the Servicing and Settlement Master Plan (SSMP) that was completed by B.M. Ross and Associates in August 2014 for the Town.

THE PROCESS

Triton Engineering Services Limited, on behalf of the Town, is completing this study which is being planned under Schedule B of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) which is 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 deficiencies, 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.

ONLINE PUBLIC INFORMATION CENTRE

An Online Public Information Centre (PIC) is being held for this project, from January 20, 2020 to February 7, 2020 to provide further information to the public regarding the Class EA and to receive input and comment from interested parties. The information presented in the Online PIC will include an overview of the existing environmental conditions, a comparative evaluation of alternatives considered and will present the preliminary preferred alternative, which includes the addition of a new well supply in each of Hillsburgh and Erin Village to address the project Problem/Opportunity Statement, which is as follows:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

Details on how to access the Online PIC are posted on the project website, found here: www.erin.ca/town-hall/corporate-initiatives/waterEA

COMMENTS

Public input and comments are invited regarding the recommendations of the Class EA and information presented in the Online PIC and will be received until February 3, 2020 via the project website or by contacting the project team members listed below. Comments received will be considered in finalizing the selection of the preferred alternative, identification of mitigation measures, and design of this project.

Interested persons are welcome to provide comments, questions, and/or concerns to the study team at any time during this study. Information collected will be used in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

Please contact the following project team members if you have any questions or comments, if you would like to be added to the project contact list, or if you require assistance accessing the Online PIC.

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
14-105 Queen Street, West
Fergus, ON N1M 1S6
Phone: 519-843-3920
Fax: 519-843-1943
E-mail: rkirtz@tritoneng.on.ca



TOWN OF ERIN

URBAN CENTRE WATER SERVICING CLASS ENVIRONMENTAL ASSESSMENT

NOTICE OF ONLINE PUBLIC CONSULTATION CENTRE

THE STUDY

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 deficiencies for both existing development and future growth scenarios for the two urban centres of Hillsburgh and Erin Village (project), as identified in the Servicing and Settlement Master Plan (SSMP) that was completed by B.M. Ross and Associates in August 2014 for the Town.

THE PROCESS

Triton Engineering Services Limited, on behalf of the Town, is completing this study which is being planned under Schedule B of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) which is 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 deficiencies, 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.

ONLINE PUBLIC INFORMATION CENTRE

An Online Public Information Centre (PIC) is being held for this project, from January 20, 2020 to February 7, 2020 to provide further information to the public regarding the Class EA and to receive input and comment from interested parties. The information presented in the Online PIC will include an overview of the existing environmental conditions, a comparative evaluation of alternatives considered and will present the preliminary preferred alternative, which includes the addition of a new well supply in each of Hillsburgh and Erin Village to address the project Problem/Opportunity Statement, which is as follows:

"Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development."

Details on how to access the Online PIC are posted on the project website, found here: www.erin.ca/town-hall/corporate-initiatives/waterEA

COMMENTS

Public input and comments are invited regarding the recommendations of the Class EA and information presented in the Online PIC and will be received until February 3, 2020 via the project website or by contacting the project team members listed below. Comments received will be considered in finalizing the selection of the preferred alternative, identification of mitigation measures, and design of this project.

Interested persons are welcome to provide comments, questions, and/or concerns to the study team at any time during this study. Information collected will be used in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

Please contact the following project team members if you have any questions or comments, if you would like to be added to the project contact list, or if you require assistance accessing the Online PIC.

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: communications@erin.ca

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

This Notice first issued January 16, 2019.

Lisa Campion
Director of Legislative Services & Clerk
Town of Erin



TOWN OF ERIN
URBAN CENTRE WATER SERVICING
CLASS ENVIRONMENTAL ASSESSMENT
NOTICE OF ONLINE
PUBLIC CONSULTATION CENTRE

THE STUDY

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 deficiencies for both existing development and future growth scenarios for the two urban centres of Hillsburgh and Erin Village (project), as identified in the Servicing and Settlement Master Plan (SSMP) that was completed by B.M. Ross and Associates in August 2014 for the Town.

THE PROCESS

Triton Engineering Services Limited, on behalf of the Town, is completing this study which is being planned under Schedule B of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) which is 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 deficiencies, 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.

ONLINE PUBLIC INFORMATION CENTRE

An Online Public Information Centre (PIC) is being held for this project, from January 20, 2020 to February 7, 2020 to provide further information to the public regarding the Class EA and to receive input and comment from interested parties. The information presented in the Online PIC will include an overview of the existing environmental conditions, a comparative evaluation of alternatives considered and will present the preliminary preferred alternative, which includes the addition of a new well supply in each of Hillsburgh and Erin Village to address the project Problem/Opportunity Statement, which is as follows:

"Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development."

Details on how to access the Online PIC are posted on the project website, found here: www.erin.ca/town-hall/corporate-initiatives/waterEA

COMMENTS

Public input and comments are invited regarding the recommendations of the Class EA and information presented in the Online PIC and will be received until February 3, 2020 via the project website or by contacting the project team members listed below. Comments received will be considered in finalizing the selection of the preferred alternative, identification of mitigation measures, and design of this project.

Interested persons are welcome to provide comments, questions, and/or concerns to the study team at any time during this study. Information collected will be used in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

Please contact the following project team members if you have any questions or comments, if you would like to be added to the project contact list, or if you require assistance accessing the Online PIC.

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: communications@erin.ca

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

This Notice first issued January 16, 2019.

Lisa Champion
Director of Legislative Services & Clerk
Town of Erin



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
e-mail: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST • HARRISTON

January 31, 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 ENVIRONMENT ASSESSMENT
OUR FILE: A4674C

Dear Sir:

The attached *Notice of Online Public Consultation Centre (PCC)* for the *Town of Erin, Urban Centre Water Servicing, Class Environmental Assessment (Class EA)* was sent to the following Agencies (**Letter A**) and Residents (**Letter B: WHPA-A for H4-TWA; Figures 1 and 2**) and (**Letter C: WHPA-A for E9-TW3; Figures 1 and 2**). The Notice of Online Public Consultation Centre was also advertised in the Erin Advocate and the Wellington Advertiser for two (2) consecutive weeks.

	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: Paul General, Wildlife Manager, Six Nations, Land and Resources pgeneral@sixnations.ca cc: Joanne Thomas, Consultation Supervisor email: jthomas@sixnations.ca

15	East Wellington Chamber of Commerce 5964 9 th Line Erin, ON NOB 1T0	President 519-217-1630
16	Erin Village Business Improvement Association P.O. Box 428 Erin, ON NOB 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 NOB 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

We trust you will find the enclosed to be in order. 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 D. Kirtz', written in a cursive style.

Ray D. Kirtz, P.Eng.

RDK/sjp

Encl..

cc: Kyle Davis, Risk Management Official, Wellington Source Water Protection



105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
Email: info@tritoneng.on.ca

Letter A

ORANGEVILLE • FERGUS • GRAVENHURST • HARRISTON

January 16, 2019

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
OUR FILE: A4674C

Dear Director,

The Town of Erin (Town) is undertaking a Schedule B Class Environmental Assessment (Class EA) to address supply and storage deficiencies in each of the existing water systems in the urban centres of Hillsburgh and Erin Village for both existing development and future growth. Triton Engineering Services Limited is completing this study on behalf of the Town.

The Class EA includes an evaluation of water supply and storage alternatives on the basis of the Problem/Opportunity Statement that was defined during Phase 1 of the Class EA process, as follows:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

As part of Phase 2 of the Class EA process, a general inventory of the existing conditions of the Study Area was completed to support the evaluation of alternatives and selection of the preliminary preferred alternative, which includes the addition of a new well in each of the urban centres (Hillsburgh and Erin Village) to address the current limitations to service the existing community and is most prepared to meet the supply and storage of the future growth scenario. Data was collected from previous studies, including the background studies and findings of the Servicing and Settlement Master Plan, Urban Centre Wastewater Servicing Class EA, Final Growth Management Strategy, as well as a number of additional studies, to document the existing conditions of the economic, social, cultural, natural, and technical environments and assess the potential impacts and identify mitigation measures.

The Town is inviting you to participate in an online Public Information Centre (PIC) for this project, which is taking place from January 20, 2020 to February 7, 2020. The purpose of the online PIC is to provide information and seek input on the Class EA recommendations. The attached notice, which is also advertised on the Town's website and in the Wellington Advertiser and Erin Advocate Newspapers, provides details on how to access the materials on the project website.

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

Encl. Notice of Online Project Information Centre
cc: Nick Colucci, Director of Infrastructure Services, Town of Erin



TOWN OF ERIN

URBAN CENTRE WATER SERVICING

CLASS ENVIRONMENTAL ASSESSMENT

NOTICE OF ONLINE PUBLIC CONSULTATION CENTRE

THE STUDY

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 deficiencies for both existing development and future growth scenarios for the two urban centres of Hillsburgh and Erin Village (project), as identified in the Servicing and Settlement Master Plan (SSMP) that was completed by B.M. Ross and Associates in August 2014 for the Town.

THE PROCESS

Triton Engineering Services Limited, on behalf of the Town, is completing this study which is being planned under Schedule B of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) which is 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 deficiencies, 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.

ONLINE PUBLIC INFORMATION CENTRE

An Online Public Information Centre (PIC) is being held for this project, from January 20, 2020 to February 7, 2020 to provide further information to the public regarding the Class EA and to receive input and comment from interested parties. The information presented in the Online PIC will include an overview of the existing environmental conditions, a comparative evaluation of alternatives considered and will present the preliminary preferred alternative, which includes the addition of a new well supply in each of Hillsburgh and Erin Village to address the project Problem/Opportunity Statement, which is as follows:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

Details on how to access the Online PIC are posted on the project website, found here: www.erin.ca/town-hall/corporate-initiatives/waterEA

COMMENTS

Public input and comments are invited regarding the recommendations of the Class EA and information presented in the Online PIC and will be received until February 3, 2020 via the project website or by contacting the project team members listed below. Comments received will be considered in finalizing the selection of the preferred alternative, identification of mitigation measures, and design of this project.

Interested persons are welcome to provide comments, questions, and/or concerns to the study team at any time during this study. Information collected will be used in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

Please contact the following project team members if you have any questions or comments, if you would like to be added to the project contact list, or if you require assistance accessing the Online PIC.

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
14-105 Queen Street, West
Fergus, ON N1M 1S6
Phone: 519-843-3920
Fax: 519-843-1943
E-mail: rkirtz@tritoneng.on.ca



105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
Email: info@tritoneng.on.ca

Letter B

ORANGEVILLE • FERGUS • GRAVENHURST • HARRISTON

January 16, 2020

1 Currie Road
Hillsburgh, ON N0B 1Z0

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

Dear Resident:

The Town of Erin (Town) is undertaking a Schedule B Class Environmental Assessment (Class EA) to assess supply and storage adequacy in each of the existing water systems in the urban centres of Hillsburgh and Erin Village (Study Area) for both existing development and future growth. Further, to formulate and evaluate alternatives to achieve the short and long-term requirements of these water systems. Triton Engineering Services Limited is completing this study on behalf of the Town.

The Class EA includes an evaluation of water supply and storage alternatives on the basis of the Problem/Opportunity Statement that was defined during Phase 1 of the Class EA process, as follows:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

As part of Phase 2 of the Class EA process, a general inventory of the existing conditions of the Study Area was completed to support the evaluation of alternatives and selection of the preliminary preferred alternatives, which includes the addition of a new well in each of the urban centres (Hillsburgh and Erin Village). Data was collected from previous studies, including the background studies and findings of the Servicing and Settlement Master Plan, Urban Centre Wastewater Servicing Class EA, Final Growth Management Strategy, as well as a number of additional studies, to document the existing conditions of the economic, social, cultural, natural, and technical environments and assess the potential impacts and identify mitigation measures.

The Town is inviting you to participate in an online Public Information Centre (PIC) for this project, which will be available starting on January 20, 2020. The purpose of the online PIC is to provide information and seek input on the Class EA recommendations. The attached notice, which is also advertised on the Town's website and in the Wellington Advertiser and Erin Advocate Newspapers, provides details on how to access the materials on the project website.

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.

In addition to the above general information, we wish to advise that your property is located within 100 m of the potential new municipal well located southeast of the intersection of Currie Road and Douglas Crescent, Hillsburgh. The 100 m radius around the new well is called Wellhead Protection Area, Zone A (WHPA-A). Refer to the attached Figures 1 and 2. Based on the preliminary assessment of source protection requirements, your property may be subject to Provincial Regulations under the Clean Water Act, and may include septic system inspections, manure application prohibitions, risk management plans for a number of agricultural activities and for chemical (DNAPL) handling / storage and education requirements. There will also be prohibitions applicable to new lots created within the WHPA-A (100 metres radius) that are serviced by septic systems. New lots serviced by sanitary sewers would be allowed within the WHPA-A. All properties within the WHPAs will be subject to education policies. Please note, that the WHPA-A is a preliminary estimate and will change once the WHPAs are delineated.

If your property includes a septic system that is located within WHPA-A, then you will be required to follow specific rules as outlined in the policies of the CTC Source Protection Plan. Consultation with the Town's Risk Management Official (RMO), Kyle Davis, is recommended to determine the possible impact of your property on the new municipal well. To further discuss this matter, please contact the RMO and/or participate in the Online PIC, which will be available starting on January 20, 2020. Please refer to the attached notice for details on how to access the Online PIC.

If you have any difficulty in accessing the Online PIC and/or have comments, questions or concerns related to the Project, please contact the undersigned or the project team members listed on the attached Notice.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED



Ray Kirtz, P.Eng.
Project Engineer

- Encl.: *Notice of Online Public Information Centre*
Figure 1: Wellhead Protection Area-A (WHPA-A) for Proposed New Well H4/TW4 and Adjoining WHPAs
Figure 2: WHPA-A and Adjoining Properties for Proposed New Well H4/TW4

cc: Nick Colucci, Director of Infrastructure Services, Town of Erin
Kyle Davis, Risk Management Official, Wellington Source Water Protection,
7444 Wellington Road 21, Elora, ON N0B 1S0, 519-846-9691 Ext. 362,
kdavis@centrewellington.ca



TOWN OF ERIN

URBAN CENTRE WATER SERVICING

CLASS ENVIRONMENTAL ASSESSMENT

NOTICE OF ONLINE PUBLIC CONSULTATION CENTRE

THE STUDY

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 deficiencies for both existing development and future growth scenarios for the two urban centres of Hillsburgh and Erin Village (project), as identified in the Servicing and Settlement Master Plan (SSMP) that was completed by B.M. Ross and Associates in August 2014 for the Town.

THE PROCESS

Triton Engineering Services Limited, on behalf of the Town, is completing this study which is being planned under Schedule B of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) which is 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 deficiencies, 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.

ONLINE PUBLIC INFORMATION CENTRE

An Online Public Information Centre (PIC) is being held for this project, from January 20, 2020 to February 7, 2020 to provide further information to the public regarding the Class EA and to receive input and comment from interested parties. The information presented in the Online PIC will include an overview of the existing environmental conditions, a comparative evaluation of alternatives considered and will present the preliminary preferred alternative, which includes the addition of a new well supply in each of Hillsburgh and Erin Village to address the project Problem/Opportunity Statement, which is as follows:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

Details on how to access the Online PIC are posted on the project website, found here: www.erin.ca/town-hall/corporate-initiatives/waterEA

COMMENTS

Public input and comments are invited regarding the recommendations of the Class EA and information presented in the Online PIC and will be received until February 3, 2020 via the project website or by contacting the project team members listed below. Comments received will be considered in finalizing the selection of the preferred alternative, identification of mitigation measures, and design of this project.

Interested persons are welcome to provide comments, questions, and/or concerns to the study team at any time during this study. Information collected will be used in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

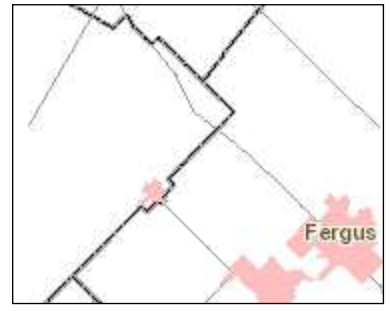
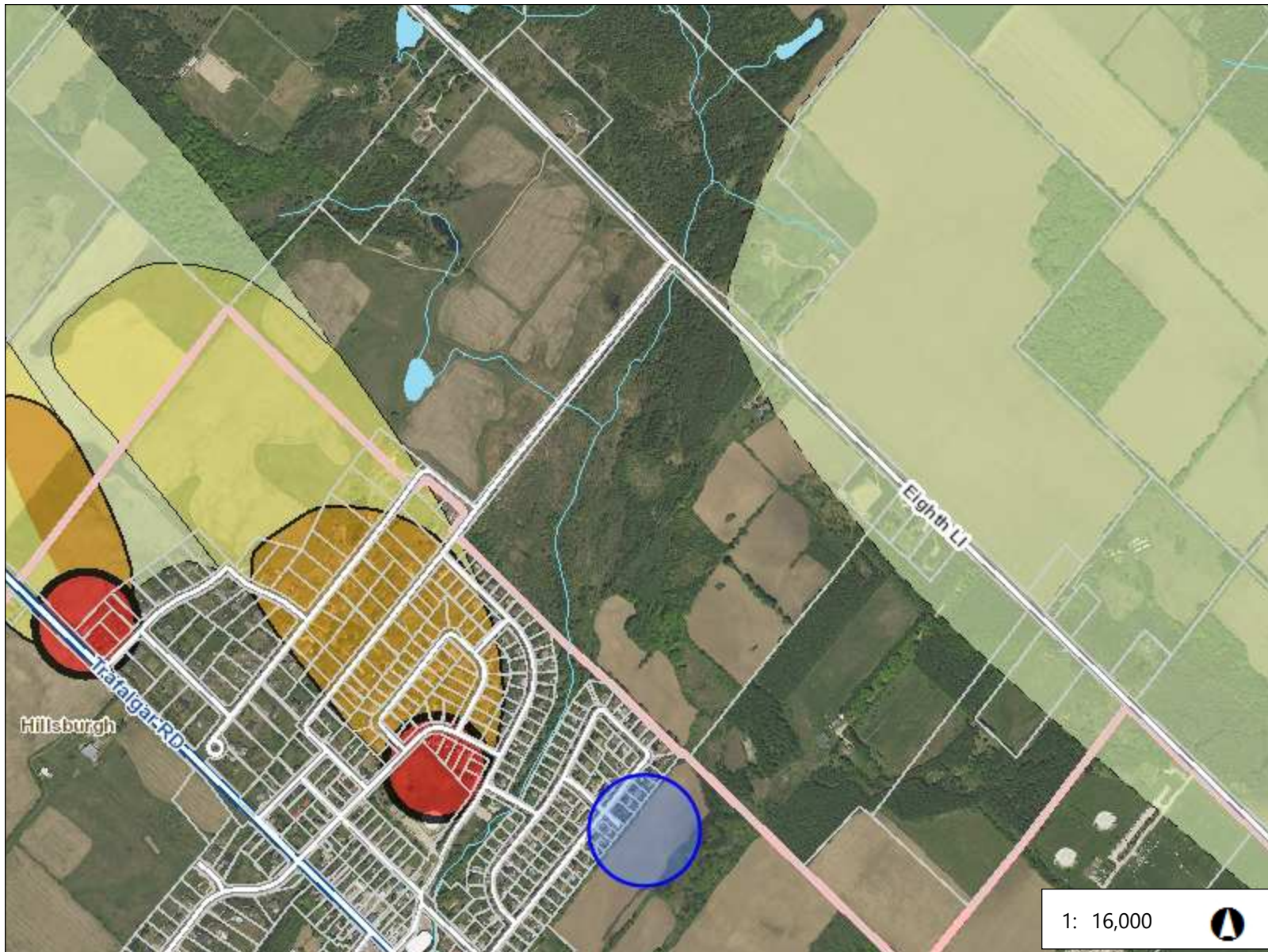
Please contact the following project team members if you have any questions or comments, if you would like to be added to the project contact list, or if you require assistance accessing the Online PIC.

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
14-105 Queen Street, West
Fergus, ON N1M 1S6
Phone: 519-843-3920
Fax: 519-843-1943
E-mail: rkirtz@tritoneng.on.ca



Figure 1: H4/TW4 and Adjoining WHPAs



Legend

- Parcels
- Roads**
 - Local Road
 - County Road
 - Highway
- Waterbodies
- Watercourses
- Urban Centres and Hamlets
- Ontario - Roads**
 - Ontario Highway
 - Major Road
 - Local Road
- Ontario - Waterbodies
- Well Locations
- Wellhead Protection Area Boundaries**
 - A
 - B
 - - C
 - · · D
- Vulnerability Score**
 - 10
 - 8
 - 2, 4, 6 (A, B or C)
 - 2, 4, 6 (D)
- RoadsLookup

1: 16,000

0.8 0 0.41 0.8 Kilometers

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
Produced using information under License with the Grand River Conservation Authority. Copyright © Grand River Conservation Authority, 2016.

Notes



105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
Email: info@tritoneng.on.ca

Letter C

ORANGEVILLE • FERGUS • GRAVENHURST • HARRISTON

January 16, 2019

5657 Wellington Road 23
Erin, ON N0B 1T0

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

Dear Resident:

The Town of Erin (Town) is undertaking a Schedule B Class Environmental Assessment (Class EA) to assess supply and storage adequacy in each of the existing water systems in the urban centres of Hillsburgh and Erin Village (Study Area) for both existing development and future growth. Further, to formulate and evaluate alternatives to achieve the short and long-term requirements of these water systems. Triton Engineering Services Limited is completing this study on behalf of the Town.

The Class EA includes an evaluation of water supply and storage alternatives on the basis of the Problem/Opportunity Statement that was defined during Phase 1 of the Class EA process, as follows:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

As part of Phase 2 of the Class EA process, a general inventory of the existing conditions of the Study Area was completed to support the evaluation of alternatives and selection of the preliminary preferred alternatives, which includes the addition of a new well in each of the urban centres (Hillsburgh and Erin Village). Data was collected from previous studies, including the background studies and findings of the Servicing and Settlement Master Plan, Urban Centre Wastewater Servicing Class EA, Final Growth Management Strategy, as well as a number of additional studies, to document the existing conditions of the economic, social, cultural, natural, and technical environments and assess the potential impacts and identify mitigation measures.

The Town is inviting you to participate in an online Public Information Centre (PIC) for this project, which will be available starting on January 20, 2020. The purpose of the online PIC is to provide information and seek input on the Class EA recommendations. The attached notice, which is also advertised on the Town's website and in the Wellington Advertiser and Erin Advocate Newspapers, provides details on how to access the materials on the project website.

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.

In addition to the above general information, we wish to advise that your property is located within 100 m of the potential new municipal well located on the west side of 5657 Wellington Road 23, Erin. The 100 m radius around the new well is called Wellhead Protection Area, Zone A (WHPA-A). Refer to the attached Figures 1 and 2. Based on the preliminary assessment of source protection requirements, your property may be subject to Provincial Regulations under the Clean Water Act, and may include septic system inspections, manure application prohibitions, risk management plans for a number of agricultural activities and for chemical (DNAPL) handling / storage and education requirements. There will also be prohibitions applicable to new lots created within the WHPA-A (100 metres radius) that are serviced by septic systems. New lots serviced by sanitary sewers would be allowed within the WHPA-A. All properties within the WHPAs will be subject to education policies. Please note, that the WHPA-A is a preliminary estimate and will change once the WHPAs are delineated.

If your property includes a septic system that is located within WHPA-A, then you will be required to follow specific rules as outlined in the policies of the CTC Source Protection Plan. Consultation with the Town's Risk Management Official (RMO), Kyle Davis, is recommended to determine the possible impact of your property on the new municipal well. To further discuss this matter, please contact the RMO and/or participate in the Online PIC, which will be available starting on January 20, 2020. Please refer to the attached notice for details on how to access the Online PIC.

If you have any difficulty in accessing the Online PIC and/or have comments, questions or concerns related to the Project, please contact the undersigned or the project team members listed on the attached Notice.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED



Ray Kirtz, P.Eng.
Project Engineer

Encl.: *Notice of Online Public Information Centre*

Figure 1: Wellhead Protection Area-A (WHPA-A) for Proposed New Well E9/TW3 in Relation to Existing WHPA for Existing Municipal Well E7

Figure 2: WHPA-A and Adjoining Properties for Proposed New Well E9/TW3

cc: Nick Colucci, Director of Infrastructure Services, Town of Erin
Kyle Davis, Risk Management Official, Wellington Source Water Protection,
7444 Wellington Road 21, Elora, ON N0B 1S0, 519-846-9691 Ext. 362,
kdavis@centrewellington.ca



TOWN OF ERIN

URBAN CENTRE WATER SERVICING

CLASS ENVIRONMENTAL ASSESSMENT

NOTICE OF ONLINE PUBLIC CONSULTATION CENTRE

THE STUDY

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 deficiencies for both existing development and future growth scenarios for the two urban centres of Hillsburgh and Erin Village (project), as identified in the Servicing and Settlement Master Plan (SSMP) that was completed by B.M. Ross and Associates in August 2014 for the Town.

THE PROCESS

Triton Engineering Services Limited, on behalf of the Town, is completing this study which is being planned under Schedule B of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) which is 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 deficiencies, 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.

ONLINE PUBLIC INFORMATION CENTRE

An Online Public Information Centre (PIC) is being held for this project, from January 20, 2020 to February 7, 2020 to provide further information to the public regarding the Class EA and to receive input and comment from interested parties. The information presented in the Online PIC will include an overview of the existing environmental conditions, a comparative evaluation of alternatives considered and will present the preliminary preferred alternative, which includes the addition of a new well supply in each of Hillsburgh and Erin Village to address the project Problem/Opportunity Statement, which is as follows:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

Details on how to access the Online PIC are posted on the project website, found here: www.erin.ca/town-hall/corporate-initiatives/waterEA

COMMENTS

Public input and comments are invited regarding the recommendations of the Class EA and information presented in the Online PIC and will be received until February 3, 2020 via the project website or by contacting the project team members listed below. Comments received will be considered in finalizing the selection of the preferred alternative, identification of mitigation measures, and design of this project.

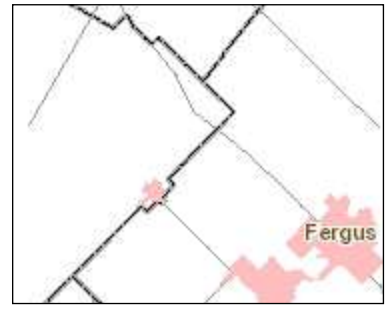
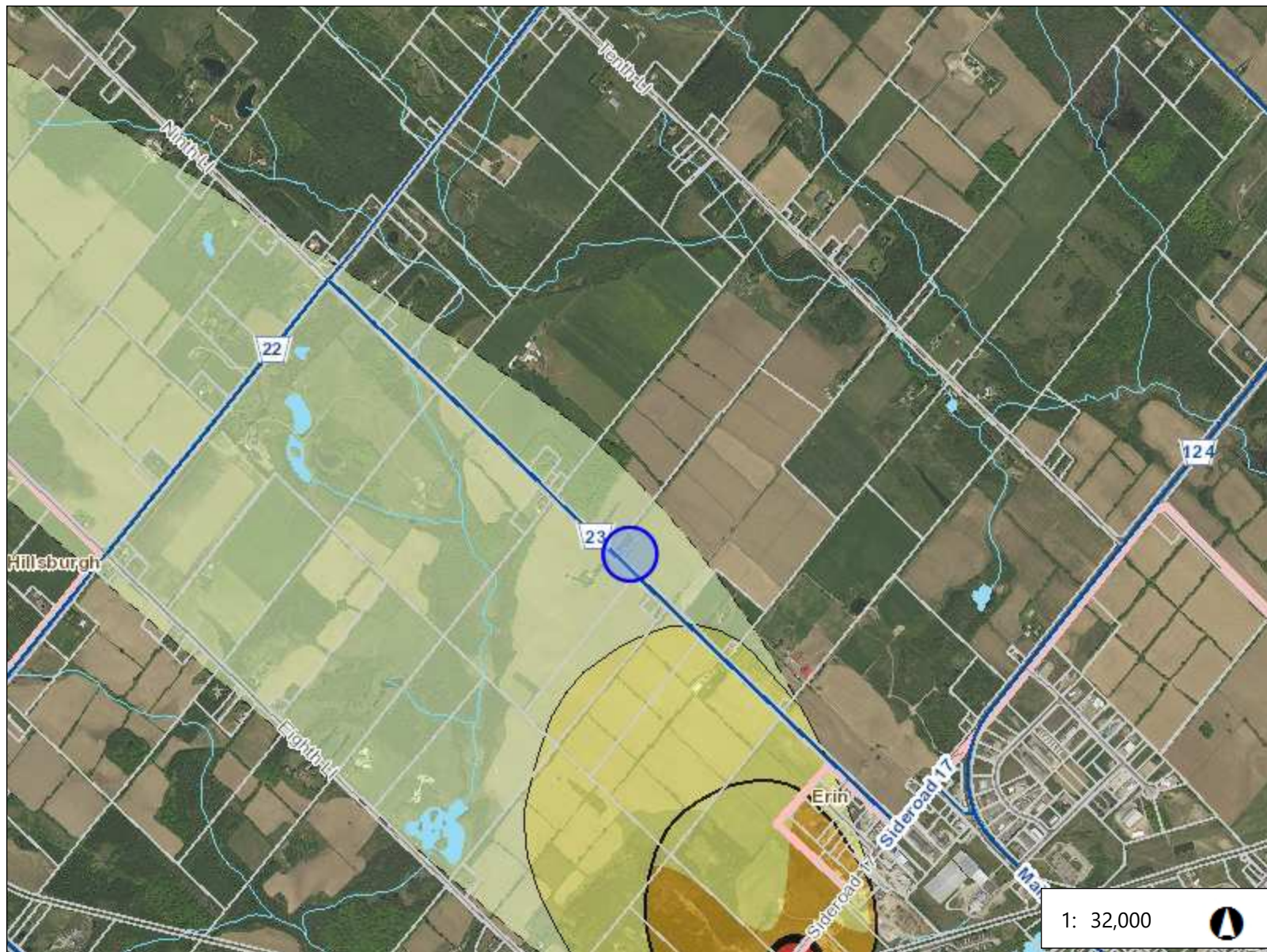
Interested persons are welcome to provide comments, questions, and/or concerns to the study team at any time during this study. Information collected will be used in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

Please contact the following project team members if you have any questions or comments, if you would like to be added to the project contact list, or if you require assistance accessing the Online PIC.




















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
14-105 Queen Street, West
Fergus, ON N1M 1S6
Phone: 519-843-3920
Fax: 519-843-1943
E-mail: rkirtz@tritoneng.on.ca

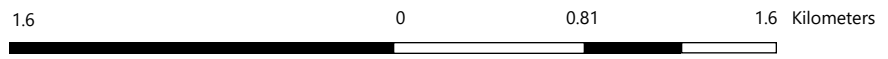
Figure 1: E9/TW3 in relation to E7 WHPA



Legend

-  Parcels
- Roads - Small Scale**
 -  Local Road
 -  County Road
 -  Highway
-  Waterbodies
-  Watercourses
-  Urban Centres and Hamlets
- Ontario - Roads**
 -  Ontario Highway
 -  Major Road
 -  Local Road
-  Ontario - Waterbodies
- Well Locations**
- Wellhead Protection Area Boundaries**
 -  A
 -  B
 -  C
 -  D
- Vulnerability Score**
 -  10
 -  8
 -  2, 4, 6 (A, B or C)
 -  2, 4, 6 (D)
- RoadsLookup

1: 32,000 



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
 Produced using information under License with the Grand River Conservation Authority. Copyright © Grand River Conservation Authority, 2016.

Notes

[COMMUNITY CALENDAR](#)

Water Environmental Assessment

[Home](#) / [Town Hall](#) / [Corporate Initiatives](#) / Water Environmental Assessment



Town of Erin Urban Centre Water Servicing Class Environmental Assessment Notice of Online Public Information Centre

The Study

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 deficiencies for both existing development and future growth scenarios for the two urban centres of Hillsburgh and Erin Village (project), as identified in the Servicing and Settlement Master Plan (SSMP) that was completed by B.M. Ross and Associates in August 2014 for the Town.

The Process

Triton Engineering Services Limited, on behalf of the Town, is completing this study which is being planned under Schedule 'B' of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) which is 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 deficiencies, 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.

Online Public Information Centre

An Online Public Information Centre (PIC) will be available for this Project starting on **January 20, 2020** to provide further information to the public regarding the Class EA and to receive input and comment from interested parties. The information presented in the Online PIC will include an overview of the existing environmental conditions, a comparative evaluation of alternatives considered and will present the preliminary preferred alternatives, which includes the addition of a new well supply in each of Hillsburgh and Erin Village to address the project Problem/ Opportunity Statement, which is as follows:

"Partial water servicing, in Hillsburgh and Erin Village, limits the operation and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development."

Comments

Public input and comments are invited regarding the recommendations of the Class EA and information presented in the Online PIC and will be received until **February 3, 2020** by contacting the project team members listed below. Comments received will be considered in finalizing the selection of the preferred alternative, identification of mitigation measures, and design of this project.

Interested persons are welcome to provide comments, questions, and/or concerns to the study team at any time during this study. Information collected will be used in accordance with the Freedom of Information and Protection of Privacy Act. With the exception of personal information, all comments will become part of the public record.

Please contact the following project team members if you have any questions or comments, if you would like to be added to the project contact list, or if you require assistance accessing the Online PIC.

Contact Us:

Director of Infrastructure Services: Nick Colucci
[519.855.4407 EXT. 227](tel:519.855.4407)
communications@erin.ca

Triton Engineering Services Limited: Ray Kirtz, P. Eng.
[519.843.3920](tel:519.843.3920)
rkirtz@tritoneng.on.ca

C **O** **R** **P** **O** **R** **A** **T** **I** **O** **N**
C **O** **R** **P** **O** **R** **A** **T** **I** **O** **N** **T** **O** **R** **E**
5684 Trafalgar Rd.
Hillsburgh, ON N0B 1Z0
Phone: **519.855.4407**
Email: communications@erin.ca

E **R** **I** **N** **C** **O** **R** **P** **O** **R** **A** **T** **I** **O** **N**
R **O** **T** **R** **O** **N** **E** **R** **I** **N** **C**
Call OPP at **905.882.2200**
D **O** **N** **W** **E**
Call **905.882.2200**

O **P** **E** **N** **I** **N** **G** **H** **O** **U** **R** **S**
8:30 am to 4:30 pm (except holidays)

© 2020 Corporation of the Town of Erin. All rights reserved.

[Privacy](#) | [Accessibility](#) | [Site Map](#) | [Helpful Links](#) | [FAQs](#)

LET'S CONNECT

[Social Media Terms of Service](#)

© 2020 Corporation of the Town of Erin. All rights reserved.



THE TOWN OF ERIN

URBAN CENTRE WATER SERVICING

SCHEDULE B
MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

ONLINE PUBLIC INFORMATION CENTRE

January 20, 2020





Welcome

Thank you for your interest in this project. Your input, questions and/or comments on the material presented in this Online PIC are encouraged.

Upon your review of this material, please submit your input, questions and/or comments on or before **February 3, 2020** to communications@erin.ca or rkirtz@tritoneng.on.ca and a member of the Project Team will respond to you directly.

Comments received will be collected under the Ontario Environmental Assessment Act and information will be collected in accordance with the Freedom of Information and Protection of Privacy Act and, with the exception of personal information, may be included in the project documentation and become part of the public record.

Project Team members are available to assist with website navigation and submission of comments by mail/phone/email to:

Nick Colucci, P.Eng.
Director of Infrastructure Services
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
Phone: 519-885-4407
Toll Free: 1-877-818-2888
Email: communications@erin.ca

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



Introduction

- The Corporation of the Town of Erin (Town) owns, operates and maintains two groundwater source residential drinking water systems, which are the Erin Municipal Water System and the Hillsburgh Municipal Water System, each being supplied by two communal wells drilled into the bedrock aquifer. However, not all properties are connected to these municipal systems; rather, some are supplied by private well sources.
- In May 2015, the Town initiated a Municipal 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 Servicing and Settlement Master Plan (SSMP) that was completed by B.M. Ross and Associates in August 2014 for the Town.
- On behalf of the Town, Triton Engineering Services Limited (Triton), is completing this study which is being planned under Schedule B of the Municipal Class EA (October 2000, as amended in 2007, 2011 and 2015) which is an approved process under the Environmental Assessment Act.
 - This Class EA undertaking by the Town of Erin is similar in nature to many other municipal projects where municipalities require improvements to a municipal water supply and distribution system. As a result, the range of environmental effects is known and typically the solutions to such problems respond to mitigating measures. The establishment of a new well or redevelopment of an existing well or increase pumping capacity of an existing well beyond the existing rated yield or the addition of new or expanded water storage facilities are considered Schedule B projects under the Municipal Class EA.

Schedule 'B' Class EA

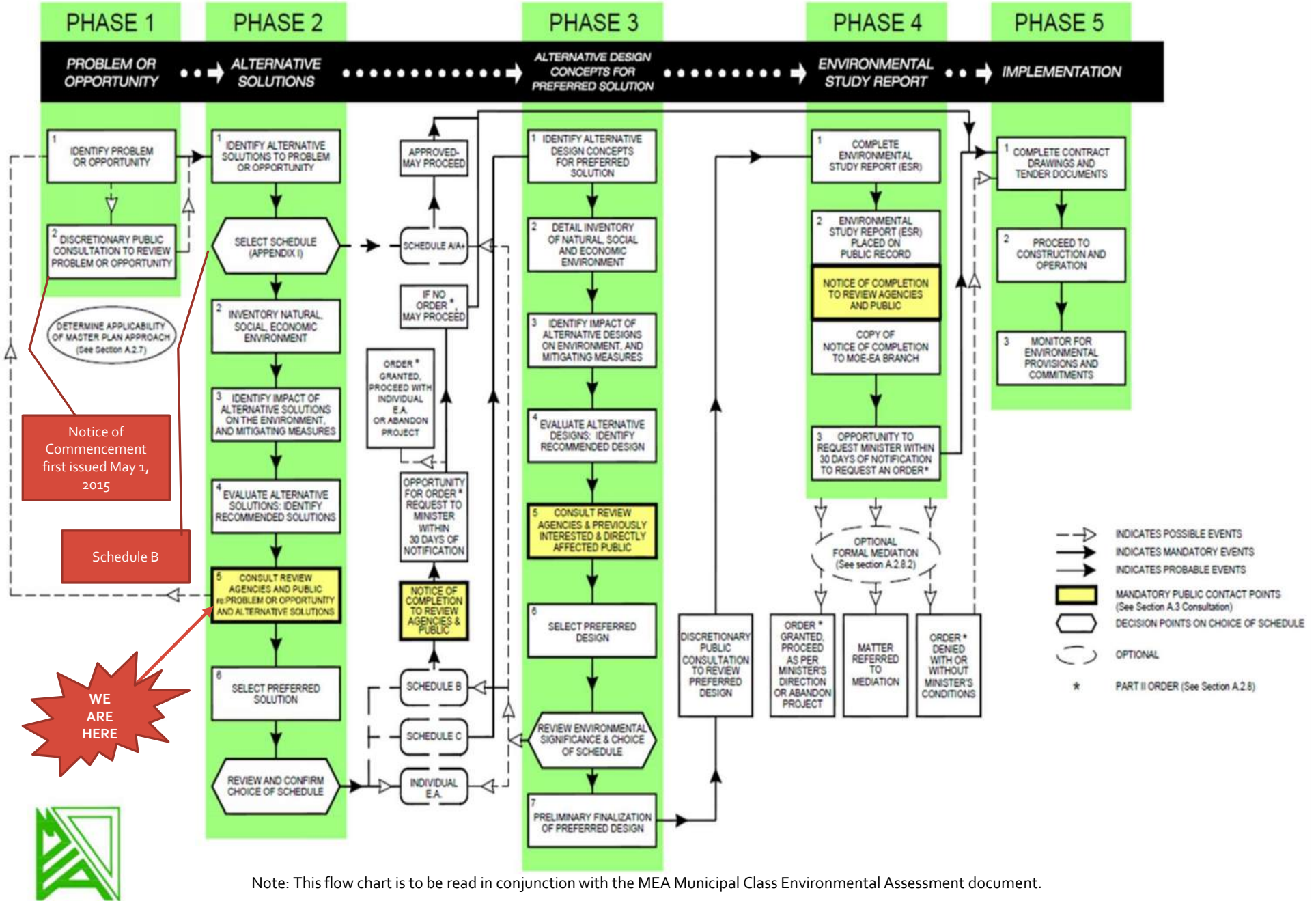
Schedule 'B' projects have the potential for some adverse environmental effects. The Municipality is required to undertake a screening process involving mandatory contact with directly affected public and relevant review agencies to ensure that they are aware of the project and that their concerns are addressed. A project file must be prepared and filed for review by the public and review agencies.

The Schedule 'B' Class EA process includes:

- Consultation with affected parties, stakeholders and agencies throughout the project
- Identification of a reasonable range of alternatives to address the identified project objective(s)
- Evaluation of alternatives based on potential environmental effects in the context of the economic, social, cultural, natural and technical environments
- Identification of the preferred alternative and reasonable measures to mitigate any adverse impacts that may result from the implementation of the project.

The following slide presents a flow chart relative to a Schedule 'B' Class EA which follows Phases 1,2 and 5.

MUNICIPAL CLASS EA PLANNING AND DESIGN PROCESS



Note: This flow chart is to be read in conjunction with the MEA Municipal Class Environmental Assessment document.

Project Background

Erin

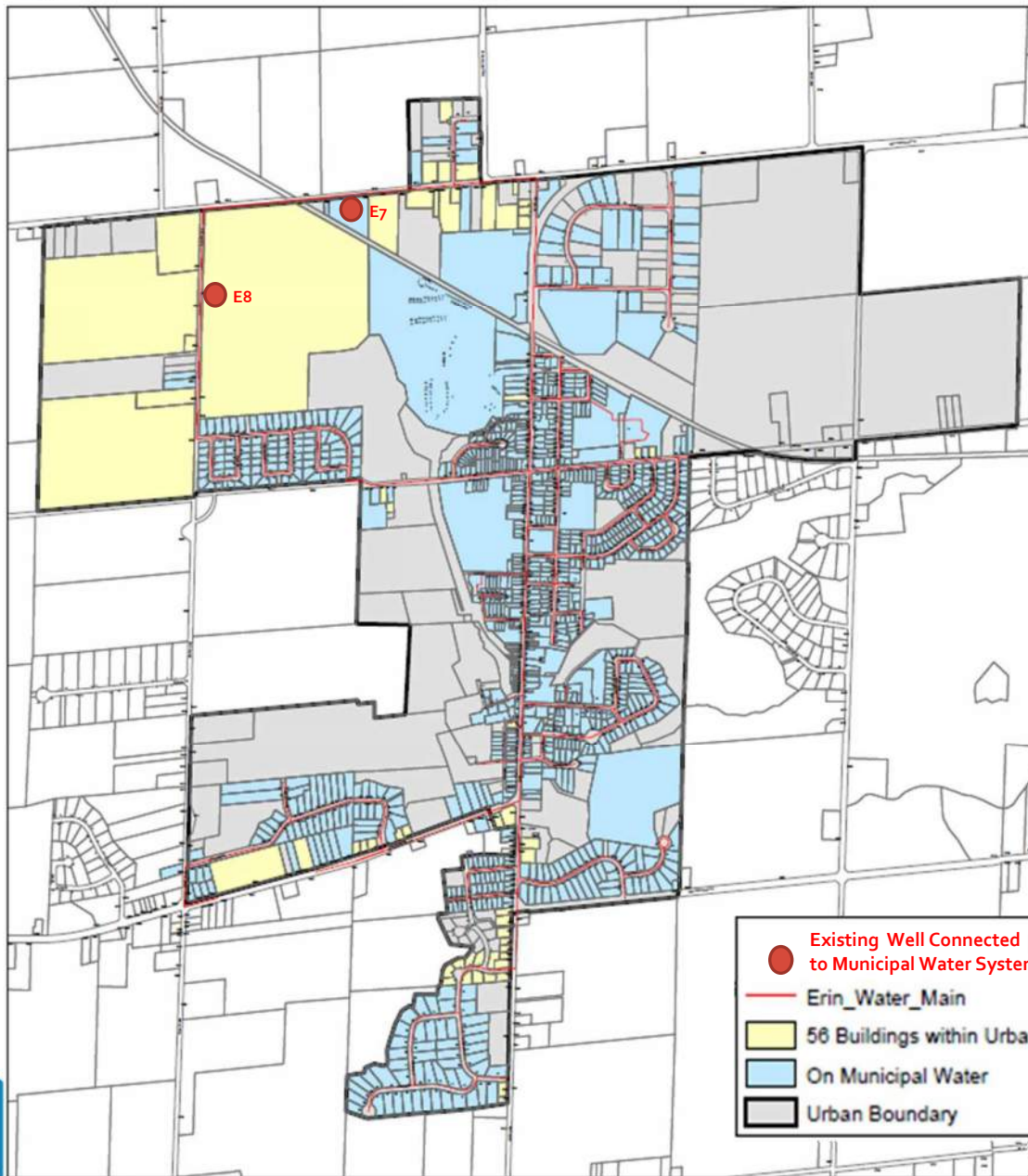
- The existing (2019) municipal water system in Erin is supplied by two municipal wells, identified as Well No. E7 and E8.
- A third water supply system, known as the Bel-Erin wells, exists in Erin; however, these have been taken out of service due to water quality issues and potential for surface source contamination of these wells given the shallow depth of these wells and the number of septic systems within the wells' capture area.
- The Erin Municipal Water System services an approximate population of 2,650 people occupying 1,019 households (connections).
- The next page shows the location of the existing municipal water supply wells and distribution system consisting of approximately 25 km of watermain. The existing distribution system has the potential to physically service (without consideration of supply) additional properties within the urban boundaries of the village. Also, there exists a number of properties within the village where watermain does not exist but could be extended to service these properties.

Hillsburgh

- The existing (2019) municipal water system in Hillsburgh is supplied by two wells, identified as Well No. H2 and H3.
- The Hillsburgh Municipal Water System services a population of 715 people occupying 275 households (connections).
- The next page shows the location of the existing water supply wells and distribution system which consists of approximately 7 km of watermain. As with Erin, there exists a significant number of unserved properties within the urban boundary and several that are serviced but have not connected.



Village of Erin



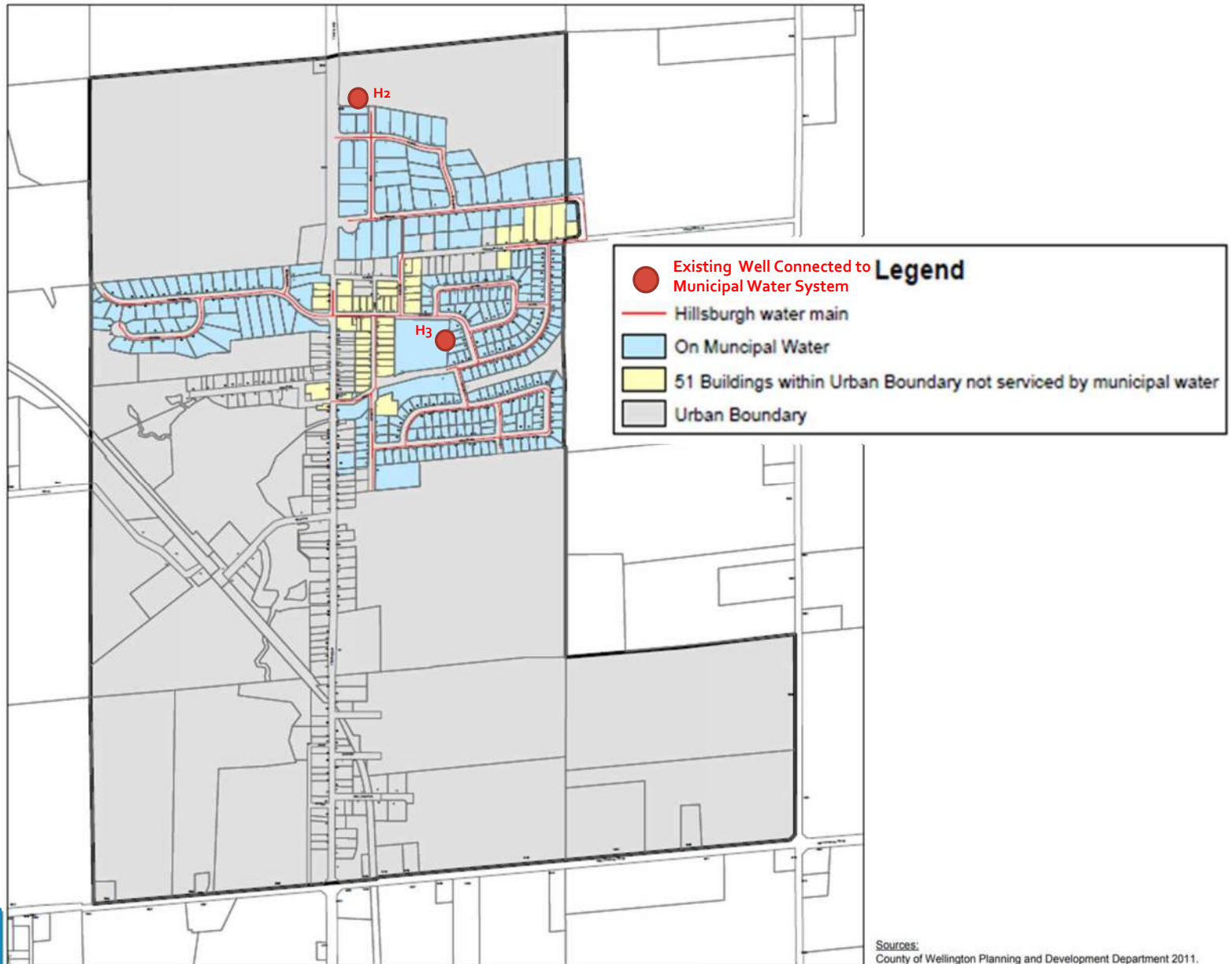
Legend

- Existing Well Connected to Municipal Water System
- Erin_Water_Main
- 56 Buildings within Urban Boundary not serviced by municipal water
- On Municipal Water
- Urban Boundary

Sources:
County of Wellington Planning and Development Department 2011.



Village of Hillsburgh



Sources:
County of Wellington Planning and Development Department 2011.

Problem/Opportunity Statement

Consistent with the SSMP, the following project problem/opportunity statement was identified as part of Phase 1 of the Class EA process for the project:

“Partial water servicing, in Hillsburgh and Erin Village, limits the operational and cost efficiency of the systems and inhibits redevelopment and future development. The capacity of the existing system will need to be augmented to address current limitations and the needs of future development.”

It is on the basis of the above “Problem Statement” that the purpose of this Class EA is to examine feasible alternatives to provide additional supply capacity and redundancy for the Town’s municipal drinking water systems.

- Further, to evaluate water system operating configuration and storage requirements for both the existing community and the future Growth Scenario as presented in the Growth Management Strategy (GMS), (Oct 2019). Following a review of these alternatives, a preferred strategy to upgrade the water systems will be established.
- As part of Phase 2 of the Class EA process, data was collected from previous studies, including the background studies and findings of the SSMP (Aug 2014) and Urban Centre Wastewater Servicing Class EA (April 2018) (WWEA), as well as a number of additional studies, to document the existing conditions of the economic, social, cultural, natural, and technical environments.

Summary of Existing Economic Environment

Existing Development Pattern

- The existing predominant housing type is single detached homes with a small number of semi-detached units and duplexes, apartment buildings and a trailer park. Erin Village is the largest urban settlement within the Town, followed by Hillsburgh. For both urban centres, development is off of the Main Street. Recent residential development in both urban centres has occurred on large lots with large estate-type residences.
- Existing commercial development is located along the Main Street of both urban centres.
- Industrial development is located primarily to the north of the Cataract Trail in Erin Village. Both urban centres have vacant lots large enough for new industrial development or expansions.
- Five aggregate operations are located within the Town, outside of the urban areas, which represent a significant component of the local economy.
- Rural lands are predominantly used for agricultural purposes and represent a large portion of the remaining lands within the Town.

Growth Projections

- The intent of the GMS was to provide a long-term plan for the location, timing, phasing, servicing and financing of growth of the Town's population and employment base in the urban centres of Hillsburgh and Erin through to year 2041. The GMS was undertaken with consideration of this Class EA, the Development Charges Background Study and WWEA.
- An assimilative capacity study (i.e. estimated maximum serviceable population) was completed as part of the WWEA which determined that the West Credit River can accommodate the effluent resulting from a future total equivalent population of 18,873. The preferred Growth Scenario presented in the Final GMS Report (Oct 2019) is within this servicing limitation which was used to determine the future drinking water requirements.



Summary of Existing Social Environment

Existing Communities

- The Town includes the two urban centres, which are the Village of Erin and the Village of Hillsburgh, where the majority of residents within the Town live. The Town is also comprised of six hamlets, which are the hamlets of Ballinafad, Brisbane, Cedar Valley, Crewson's Corners, Orton and Ospringle. These hamlets and the remainder of the Town, which is characterized by agricultural land and natural heritage areas are categorized by Greenlands and Rural systems (Town of Erin Official Plan).

Town of Erin Official Plan

- With respect to the provision of municipal water services, the Official Plan for the Town indicates that "It is the intention of the Town, over time and where practical to provide municipal water service from the Town's central systems to all lands within the designated Urban Centres." Residential growth will occur primarily within and by expansion of existing settlement areas of Erin and Hillsburgh, and will be in accordance with the Town's urban design standards. In order to satisfy the County's overall growth targets, "The Town will contribute to the achievement of these targets, subject to servicing constraints." Extension of water services and the provision of sanitary sewage services to new development within Erin and Hillsburgh is required if continued growth is to occur and in order to meet the requirements of the Provincial Policy Statement.



Summary of Existing Cultural Environment

Archaeological Features

- A Stage 1 Archaeological Assessment was conducted in December 2017 and 2019 at prospective new well sites.
- Stage 2 Archaeological Assessment was conducted in May 2018 except for one prospective well site located in Erin, due to weather constraints. No archaeological materials were encountered and it was concluded that further assessment was not required prior to any development within the areas assessed. A Stage 2 Assessment is required and will be completed at the remaining site (Erin 3) when weather conditions permit.

Cultural Heritage Features

- A Cultural Heritage Evaluation Report was completed for structures and landscapes with the potential to be impacted by the construction of proposed potential future well sites.
- The evaluation determined that no direct impacts to heritage attributes of identified built heritage resources and cultural heritage landscapes will occur as a result of construction of well sites; although, a potential impact of a proposed well site is that they are not sympathetic with the historic fabric and appearance of the built heritage resources and cultural heritage landscapes.
- The heritage attributes of the identified cultural heritage landscapes and built heritage resources are mainly defined by intrinsic values (e.g., architecture and associated values), which will continue to exist with or without the installation of proposed well site infrastructure. Mitigation measures to conserve the identified cultural heritage value or interest to limit identified potential impacts of the proposed well sites, such as installing natural or built buffers) are considered in the evaluation of alternatives.



Summary of Existing Natural Environment

Natural Heritage Inventory

- A Natural Heritage – Existing Conditions Report was completed to document the natural heritage inventory of the proposed lands identified as being a potential source location for new water supply wells.
- No nationally or provincially rare, threatened or endangered vegetation species were observed. Minor impacts, if any, may occur as a result of development of a well at any of the proposed sites.
- Breeding birds, reptiles and amphibians, and mammals Species at Risk were not observed during the investigation of the study area. Potential impacts are rated as minor, if any, and measures for monitoring and mitigation during well construction are recommended.
- Significant Wildlife Habitat in the form of Waterfowl Stopover and Staging Areas may be present in the area. Drilling activities in these areas should be completed outside of the spring staging window (mid-March to May) to avoid impacts to wildlife and habitat.
- Habitat suitable for Species at Risk, Bobolink and Eastern Meadowlink, may occur in the study area. Grassland bird surveys are required to be completed if drilling activities are planned to occur between May 1 and July 31 within open graminoid communities (i.e., agricultural [hay, wheat] and meadow or pasture) to avoid harm to the species and/or their habitat.

Summary of Existing Natural Environment

General Hydrogeological/Groundwater Environment

- The municipal water systems and majority of private wells obtain water from groundwater wells drilled into the Silurian limestone/dolostone bedrock aquifer system formerly referenced as the Guelph and Amabel Formations (now termed the Guelph and Gasport Formations).
- Vulnerability to contamination of the bedrock aquifer that supplies the municipal wells in Erin Village and Hillsburgh is generally medium to low (Golder and Associates, 2006). The overburden thickness ranges from approximately 10 m in the vicinity of the wells to over 40 m in other areas of the well capture zones. There are, however, areas of high vulnerability in the vicinity of Erin Well E8, Hillsburgh Well H3, and non-operational Bel-Erin wells. The area of high vulnerability around Well H3 is found in the two-year capture zone around the well; however, water quality data for the well does not indicate any surface source of contamination (CTC Assessment Report, 2015).
- The Town is largely characterized as having a high level of recharge that results in a significant groundwater contribution to baseflow in the West Credit River and tributaries of the Eramosa River and Blue Springs Creek in the Grand River watershed and maintains a minimum depth of water in various streams and moderates stream temperature (CVC, 2011). Details are provided in the Erin SSMP Phase 1 - Environmental Component - Existing Conditions Report by Credit Valley Conservation, Aquafor Beech Inc., Blackport Hydrogeology Inc. (2011).
- Groundwater usage within the Town includes municipal drinking water, private water wells, commercial water taking for purposes of water bottling, golf course irrigation, aquaculture agriculture and industrial (i.e. aggregates washing). Most of the non-residential water takers require a Permit to Take Water (PTTW) from MECP due to the volume of water taken per day.



Summary of Existing Natural Environment

Source Water Protection

- The Town of Erin is located within the Credit Valley, Toronto and Region and Central Lake Ontario (CTC) Source Protection Region, specifically within the Credit Valley Source Water Protection Area. The CTC Source Protection Plan (effective December 31, 2015) for the Credit Valley Source Water Protection Area outlines source protection policies related to existing and future threats to drinking water sources for the Town of Erin and is a requirement of the Ontario *Clean Water Act*.
- The Ontario *Clean Water Act* (2006) was put in place “to protect existing and future sources of municipal drinking water” for the province of Ontario. This is done through Source Protection Plans that identify threats to municipal drinking water sources and set out policies to help reduce the risks from those threats.
- The Credit Valley Source Protection Assessment Report (approved July 22, 2015) identifies the location and nature of threats (including potential threats) to the Erin and Hillsburgh water systems groundwater sources and provides a delineation of vulnerable areas and an overview of water quality and quantity.
- Vulnerable areas include Wellhead Protection Areas (WHPA), Intake Protection Zones (IPZ), Highly Vulnerable Aquifers (HVA), and Significant Groundwater Recharge Areas (SGRA).

Summary of Existing Natural Environment

Source Water Protection (continued)

- Any new municipal well is required to have wellhead protection areas established and approved prior to water being distributed to residents. This is a requirement of the *Clean Water Act* and *Safe Drinking Water Act*.
- A preliminary assessment of source protection implementation requirements was completed based on mapping published in the CTC Assessment Report (2015) and policies in the CTC Source Protection Plan.
- Based on the preliminary assessment of source protection requirements, existing properties within wellhead protection areas may be subject to a number of requirements including septic inspections, manure application prohibitions, risk management plans for a number of agricultural activities and for chemical (DNAPL) handling / storage and education requirements. There will also be prohibitions applicable to new lots created within the WHPA-A (100 metres radius) that are serviced by septic systems. New lots serviced by sanitary sewers would be allowed within the WHPA-A.
- Further study will be required following the completion of this Class EA to delineate vulnerable areas and amend the CTC Source Protection Plan.

Summary of Existing Technical Environment

Erin Village Water System Summary

- Raw water from operational Wells E7 and E8 is directed to a pumphouse housing water storage, treatment facility, and monitoring equipment.
- Disinfection of the raw water is by gaseous chlorine.
- Both wells are drilled into the fractured limestone bedrock and have a total rated capacity of 4,128 m³/d.
- Each well operates under a Permit to Take Water (PTTW).
- Well E7 has a daily production limit of 2,160 m³
- Well E8 has a daily production limit of 1,968 m³
- The Erin Municipal Water System serves an estimated connected population of approximately 2,650 people in the former Village of Erin, with approximately 1,019 residential connections
- Pressure in the majority of the water system is maintained by the existing water tower; however, pressure tanks are required to maintain adequate pressure for the 65 residences in the Erin Heights subdivision. The Town currently has 2,200m³ of water storage (i.e. reservoirs and water tower) available.

Summary of Existing Technical Environment

Hillsburgh Water System Summary

- Raw water from operational Wells H2 and H3, is directed to a pumphouse (each well has its own pumphouse with an inground reservoir) that provides housing for water storage, treatment facility, and monitoring equipment, in accordance with the Safe Drinking Water Act 2002.
- Between the two inground reservoirs (Well No. H2 and H3), approximately 790 m³ of water storage is provided.
- Disinfection of the raw water is by sodium hypochlorite solution. Ferric chloride solution is also used to treat raw from Well No. H2 for the presence of naturally-occurring lead.
- Both wells are drilled into the fractured limestone bedrock and have a total rated capacity of 1,637 m³/d.
- Each well operates under a Permit to Take Water (PTTW).
- Well H2 has a daily production limit of 655 m³
- Well H3 has a daily production limit of 982 m³
- The Hillsburgh Municipal Water System serves an estimated connected population of approximately 715 people in the former Village of Hillsburgh, with approximately 275 residential connections.
- The system is separated into two pressure zones where Well No. H2 supplies water to the Upper Zone and Well No. H3 supplies water to the Lower zone. The Hillsburgh Booster Pumping Station allows for the transfer of water between the Upper and Lower zones to meet demand in each zone and is able to maintain pressure in the upper zone of the distribution system during peak and minimum demand periods.

Summary of Existing Technical Environment

System Capacity

- The system capacity represents the cumulative sum of all the well capacities, which is based on the limiting condition (i.e. production limit) of the rated capacity of the PTTW, Drinking Water Works Permit (DWWP) or pumping equipment. Treated water storage requirement is determined in accordance with MECP guidelines which considers fire, equalization and emergency components of storage.
- The “firm” capacity of a water system is defined as the supply capacity of the system with the largest pump or source out of service. Water supply reserve capacity calculations typically use the “firm” capacity of the water system to ensure that there is sufficient redundancy in the system for water supply and treatment in the event of a well or equipment failure.
- For the Erin water system, the largest source is Well E7 with a capacity of 2,150 m³/d. This results in a system firm capacity of 1,968 m³/day. For the Hillsburgh water system, the largest source is Well H2 with a capacity of 982 m³/d. This results in a system firm capacity of 655 m³/day.

Summary of Municipal Water Supply Systems

Municipal Water System	Erin		Hillsburgh	
Well	E7	E8	H3	H2
PTTW Capacity (m ³ /d)	2,160	1,968	655	982
DWWP Capacity (m ³ /d)	2,592	2,361	654	982
Production Limit (m ³ /d)	2,160	1,968	655	982
Existing Pumping Equipment (m ³ /d)	2,592	2,356	656	1,011
System Capacity (m ³ /d)	4,128		1,637	
Firm Capacity (m ³ /d)	1,968		655	
System Storage (m ³)	2,200		790	

Summary of Existing Technical Environment

Existing Water Demands

The total annual pumping volume of raw water from the wells between 2016 and 2019, along with the total annual rainfall is summarized below. Additionally summarized below are the monthly average day flow and monthly maximum day demand for the last three years as reported in the annual Well Supply Summary Reports for each municipal water system.

Erin Raw Water Data

Year	2016	2017	2018	2019
Total Volume (m ³)	281,334	281,900	275,761	244,107
Change (m ³)	-10,044	566	-6,139	-31,654
Rainfall (mm)	756	972	773	968

Erin Water Demands

Year	2017		2018		2019		3 year Average (m ³ /day)
	Avg Day Flow (m ³ /day)	Max Day Flow (m ³ /day)	Avg Day Flow (m ³ /day)	Max Day Flow (m ³ /day)	Avg Day Flow (m ³ /day)	Max Day Flow (m ³ /day)	
12 Month Average	742	1,041	755	1,114	674	967	724
12 Month Maximum	812	1,351	1,018	1,561	880	1,508	1,473

Hillsburgh Raw Water Data

Year	2016	2017	2018	2019
Total Volume (m ³)	59,529	66,152	77,277	78,938
Change (m ³)	1,896	6,623	11,126	1,661
Rainfall (mm)	756	972	773	968

Hillsburgh Water Demands

Year	2017		2018		2019		3 year Average (m ³ /day)
	Avg Day Flow (m ³ /day)	Max Day Flow (m ³ /day)	Avg Day Flow (m ³ /day)	Max Day Flow (m ³ /day)	Avg Day Flow (m ³ /day)	Max Day Flow (m ³ /day)	
12 Month Average	181	400	212	393	218	407	204
12 Month Maximum	234	733	275	531	274	639	634

Summary of Existing Technical Environment

Projected Water Demands

Project Water Demands, based on Projected Future Serviced Households in accordance with the Final Growth Management Strategy (October 2019) are summarized below. The Reserve Capacities noted are what will be available if no new wells are brought onto the system.

Erin Forecasted Water Demands Corresponding to Revised Growth Forecast

Year	Erin Village Independent			
	System Firm Capacity (m ³ /day)	Total Serviced House Holds	Max. Day Demand (m ³ /d)	Reserve Capacity (m ³ /d)
2020	1,968	1,019	1,473	495
2031	1,968	1,700	2,465	-489
2036	1,968	2,000	2,900	-923
2041	1,968	2,500	3,625	-1,646

Hillsburgh Forecasted Water Demands Corresponding to Revised Growth Forecast

Year	Hillsburgh Village Independent			
	System Firm Capacity (m ³ /day)	Total Serviced House Holds	Max. Day Demand (m ³ /d)	Reserve Capacity (m ³ /d)
2020	655	275	634	21
2031	655	700	1,617	-960
2036	655	900	2,079	-1,421
2041	655	1,100	2,541	-1,883

Erin & Hillsburgh Forecasted Water Demands Corresponding to Revised Growth Forecast if Connected

Year	Erin & Hillsburgh Systems Connected			
	System Firm Capacity (m ³ /day)	Total Serviced House Holds	Max. Day Demand (m ³ /d)	Reserve Capacity (m ³ /d)
2020	3,605	1,294	2,107	1,498
2031	3,605	2,400	4,072	-467
2036	3,605	2,900	4,967	-1,362
2041	3,605	3,600	6,151	-2,546

Summary of Existing Technical Environment

Projected System Storage Requirements

In accordance with the Ministry of Environment, Conservation and Parks (MECP), storage facilities for municipal water distribution systems must be designed to allow for maintenance of adequate flows and pressures in the distribution system during the peak hour water demand and to meet critical demands during fire and emergency events and is determined using the following equation:

$$\text{Total Treated Water Storage Requirement (m}^3\text{)} = A + B + C$$

Where: A (m³) = fire storage

B (m³) = equalization storage (25% of Maximum Day Demand)

C (m³) = emergency storage (25% of (A + B))

The distribution system storage requirements for the current population and future planning horizons based on the current per capita maximum day demand is summarized in the following table. This table includes storage requirements under a configuration where the two water systems are connected since this is an alternative that is being considered.

Summary of System Storage Requirements

Village	Planning Period	Population	Duration (hours)	Fire Flow (L/s)	A (m ³)	B (m ³)	C (m ³)	Total (m ³)
Erin	2020	3,100	2	110	792	435	307	1,534
	2031	4,500	2	130	936	616	388	1,940
	2036	5,600	3	140	1,512	725	559	2,796
	2041	7,100	3	160	1,728	906	659	3,293
Hillsburgh	2020	1,500	2	90	648	289	234	1,171
	2031	2,000	2	90	648	404	263	1,315
	2036	2,500	2	100	720	520	310	1,550
	2041	3,200	2	110	792	635	357	1,784
Combined	2020	5,100	3	130	1,404	724	532	2,660
	2031	6,500	3	150	1,620	1,021	660	3,301
	2036	8,100	3	170	1,836	1,245	770	3,851
	2041	10,300	3	190	2,052	1,542	898	4,492

Summary of Alternatives

Alternative 1: Do Nothing

- Does not address the lack of water supply reserve capacity, which is required to service existing unconnected residents and permit continued growth in the urban centres
- Typically only implemented when the costs of all alternatives including financial and environmental considerations outweigh the possible benefits of other alternatives.

Alternative 2: Increase Water Taking From Existing Municipal Wells

- Was considered a feasible alternative at the outset of the Class EA; however, due to the increased population of the future growth scenario of the GMS, it has been determined that increasing water taking from the existing municipal well systems will not address the needs of the future growth scenario.

Alternative 3: Reinstate Bel-Erin Wells

- Involves reinstatement of these wells following appropriate approvals and implementation of a water treatment system.
- Bel-Erin wells are classified as Groundwater Under Direct Influence (GUDI) of surface water.
- Anticipated treatment costs would be prohibitive as compared to the development of a new water supply that is not GUDI. Also, the contamination risks to water quality of a GUDI well are greater.

Alternative 4: Addition of New Wells for Each Existing Municipal System

- Addition of new municipal wells to increase firm capacity to satisfy the estimated maximum day demand of the future growth scenario of the Final Growth Management Strategy.
- In general, the minimum viable groundwater well capacity for a municipal well supply is in the range of 1,380 m³/day; however, capacities in excess of 1,963 m³/day are typical. It is expected that multiple wells will be required to achieve the desired long-term firm capacity, requiring a multi-year well exploration/development program.
- New wells would need to meet water quality requirements to justify the expense of bringing the well on-line.

Summary of Alternatives

Alternative 5: Interconnect Erin and Hillsburgh Water Systems

- On the basis of firm capacity, interconnection (i.e. trunk watermain) of the water systems would minimize the capacity upgrades needed to meet the demands of the existing community and future growth scenario by reducing the redundancy requirement from two wells to just one.
- Was considered a feasible alternative at the outset of the Class EA; however, it has been determined that interconnection of the existing municipal water systems without the addition of new well supply(ies) will not address the capacity needs of the future growth scenario.

Alternative 6: Interconnect Existing Erin and Hillsburgh Water Systems and Addition of New Well Supply

- Similar to Alternative 5 on the basis of firm capacity, the capacity upgrades needed to meet the demands of the existing and future growth scenario would be minimized by reducing redundancy; however, this alternative also includes the addition of new well supply(ies) to satisfy the demand of the future population growth scenario presented in the Final Growth Management Strategy.
- Interconnection of the systems provides greater access to potential future wells and would facilitate easy connection of such a well into either or both systems.
- Based on the total build-out growth scenario presented in the GMS, if the systems were to be interconnected, it is anticipated that only the two additional proposed wells would be required to satisfy these future demands assuming that each of these wells has a capacity of at least 1,300m³/day.
- The new wells would need to meet water quality requirements to justify the expense of bringing the well(s) on-line.

Shortlist Evaluation of Alternatives

The shortlist evaluation of the alternatives is based on the ability of the alternative solution to address the issues identified in the Problem/Opportunity Statement and is summarized in the following table:

Alternatives 4 and 6 fully address the Problem Statement and are therefore carried forward for further evaluation with respect to investigation of source locations for new well supplies and potential impacts on the environment.

Summary of Water Supply Alternatives Evaluation Versus Problem Statement

Alternative Solutions	Problem Statement Components			
	Increase Supply Capacity to Meet Requirements of Existing Community	Increase Redundancy in Both Communities	Increase Supply Capacity to Meet Future Supply and Storage Requirements	Problem Statement Addressed?
Alternative 1: Do Nothing	No	No	No	No
Alternative 2: Increase Water Taking from Existing Municipal Wells	Yes	Yes	No	No
Alternative 3: Reinstate Bel-Erin Wells	Yes	Yes	No	No
Alternative 4: Addition of New Wells at Each Existing Municipal System	Yes	Yes	Yes	Yes
Alternative 5: Interconnect Existing Erin and Hillsburgh Water Systems	Yes	Yes	No	No
Alternative 6: Interconnect Existing Erin and Hillsburgh Water Systems and Addition of New Well Supply	Yes	Yes	Yes	Yes

Investigation of New Water Sources

Criteria for Potential Source Locations:

- Wells should be located outside of the existing Well Head Protection Areas (WHPAs) to minimize the potential for mutual interference.
- Locations should be selected where a reasonable level of natural protection from surface sources of contamination can be provided.
- In general, wells should be located away from known or potential sources of contamination and/or poor groundwater quality.
- Areas where the existing well yield information shows limited promise for higher yielding wells (<500 m³/day) should be given a low priority.
- Where possible, wells should be located in relatively close proximity to the existing distribution system.
- It is assumed that each new well will be capable of producing at least 1,000 m³/day.

A review of the existing higher producing wells in the areas of both Erin and Hillsburgh was completed to determine common patterns and provide drilling target focus. Based on the area's hydrogeology, the main drilling target is identified as the deeper bedrock zone, corresponding to the base of the Amabel Formation (now called the Gasport Formation).

There is no "preferred" area of the community (i.e., Hillsburgh and/or Erin) where the deeper zone is known to have higher production capacity. However, historical trichloroethylene (TCE) contamination and Source Protection issues related to the existing industrial area at the north end of Erin Village would preclude that immediate area from the drilling program. Former (now closed) landfill areas occur in or near both Hillsburgh and Erin villages, which are potential sources of contamination. An extensive river and tributary system flows through both communities and reservoir/ponds are present in both villages. In addition, geologic conditions, including areas of extensive sand and gravel at surface, may lead some areas to be more susceptible to influence from shallow groundwater or surface water features. Through consideration of the above noted items and the review of existing high producing wells, the potential drilling site areas were identified, as shown on the next slides, with the intent to serve the existing population to the future build-out.



Test Well Drilling and Assessment

The construction and development of Exploratory Test Wells provides a preliminary assessment of the potential capacity of the chosen investigation sites through the drilling process and some short-term testing. The Exploratory Test Well drilling does not include any long-term pumping or significant removal of water from the well.

Based on the results of the Exploratory Test Well drilling, two well sites, **Erin 3 (E9)** and **Hillsburgh 2 (H4)**, were chosen to advance forward to the construction of a larger, potential municipal well, and a long-term pump test to confirm capacity, assess water quality and assess impacts to the surrounding groundwater system and private water supplies.

A summary of the Test Well drilling activities completed are summarized on the following slides.

Test Well Drilling and Assessment

Erin 1 (Mountainview)

- First priority of the testing program due to location, Town ownership of the site and the potential aquifer capacity.
- Overall capacity of the Test Well is limited (estimated as 259 m³/day), and does not meet identified water supply needs.

Erin 2 (Solmar/Former Mattamy Homes Lands, Wellington Road 124)

- Existing Test Well (constructed by others) identified as a second priority of the testing program based on location, reported historical capacity (985 m³/day) and potential to reduce drilling costs.
- Tests completed on the existing well showed significant decline in capacity. For the second Test Well drilled, results showed marginal well capacity with respect to the identified water supply needs. This location may be considered for future supply.

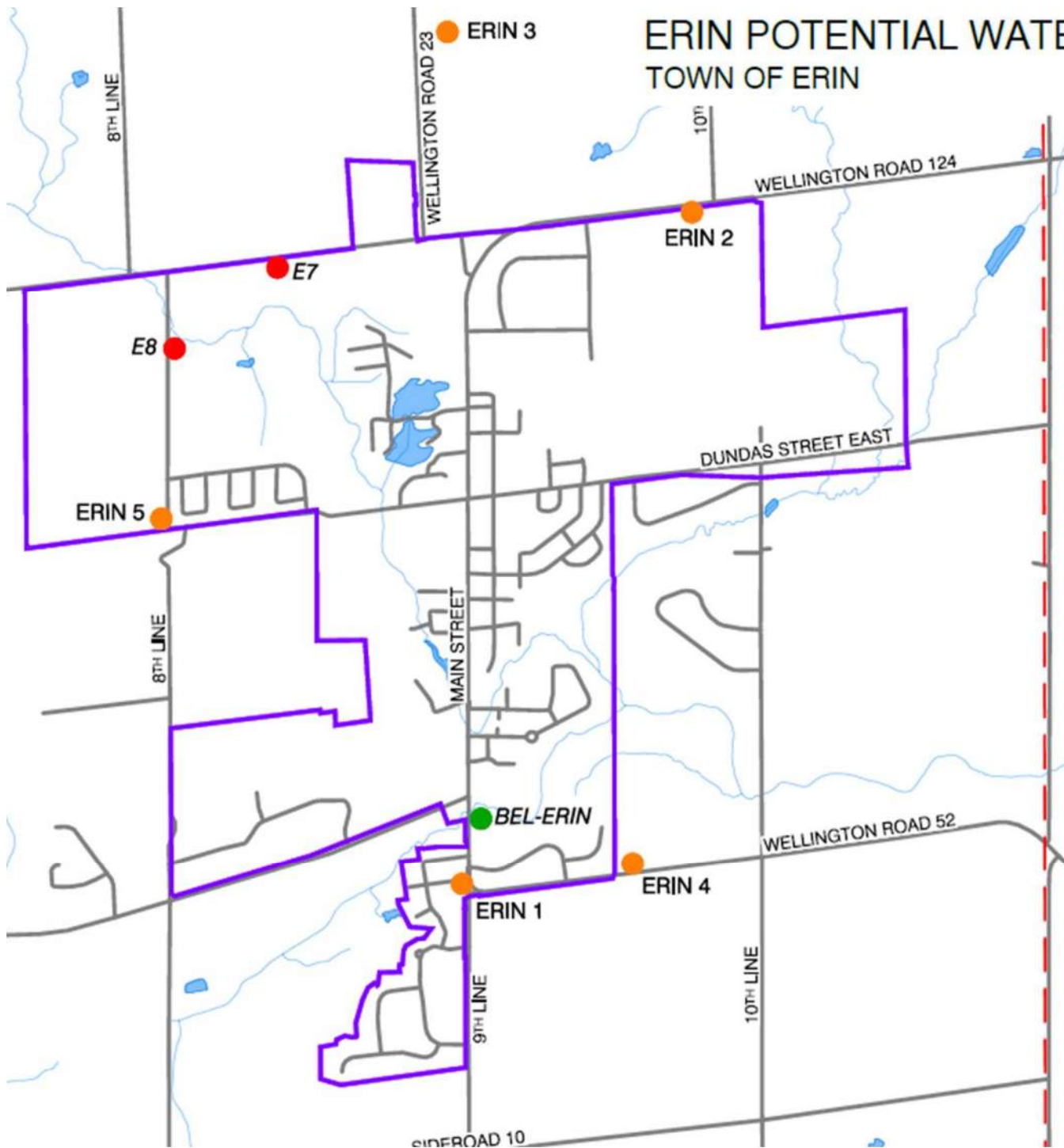
Erin 3 (Tavares Lands, Wellington Road 23)

- Third priority due to location and identified local aquifer capacity.
- Two significant deep production zones were encountered, with a potential estimated capacity of 2,722 m³/day.
- Overall good water quality results; with parameters at concentrations below drinking water guidelines.
- Site recommended to proceed to the municipal well construction and testing stage.

Erin 4 (Wellington Road 52) and Erin 5 (8th Line/Dundas Street)

- Based on successful results obtained at Erin 3, no additional test drilling was completed. Future water supply investigations, as required, can be completed to assess potential water supply capacity of these sites.

ERIN POTENTIAL WATER SOURCE LOCATIONS TOWN OF ERIN



LEGEND

- ERIN URBAN BOUNDARY
- TOWN OF ERIN MUNICIPAL BOUNDARY
- EXISTING WELL CONNECTED TO MUNICIPAL WATER SYSTEM
- POTENTIAL NEW WELL LOCATION
- EXISTING WELL NOT CONNECTED TO MUNICIPAL WATER SYSTEM

Test Well Drilling and Assessment

Hillsburgh Firehall

- First priority of the testing program due to Town ownership of the site/well and reported historical capacity.
- Testing indicated reduced well capacity, unacceptable sediment production and local water table response when pumped at higher rates. Upper bedrock identified as primary production zone, lower (target) zone does not supply water as expected. Well does not meet identified water supply needs.

Hillsburgh 1 (Nestlé)

- Nestlé Waters Canada, as part of an initiative to expand their monitoring network, and to assist the Town with this Class EA, drilled and tested a deep well on their property.
- The projected well capacity (413 m³/day at 10 m drawdown), is considered marginal with respect to the identified water supply needs. The Test Well has been converted to a Monitoring Well.

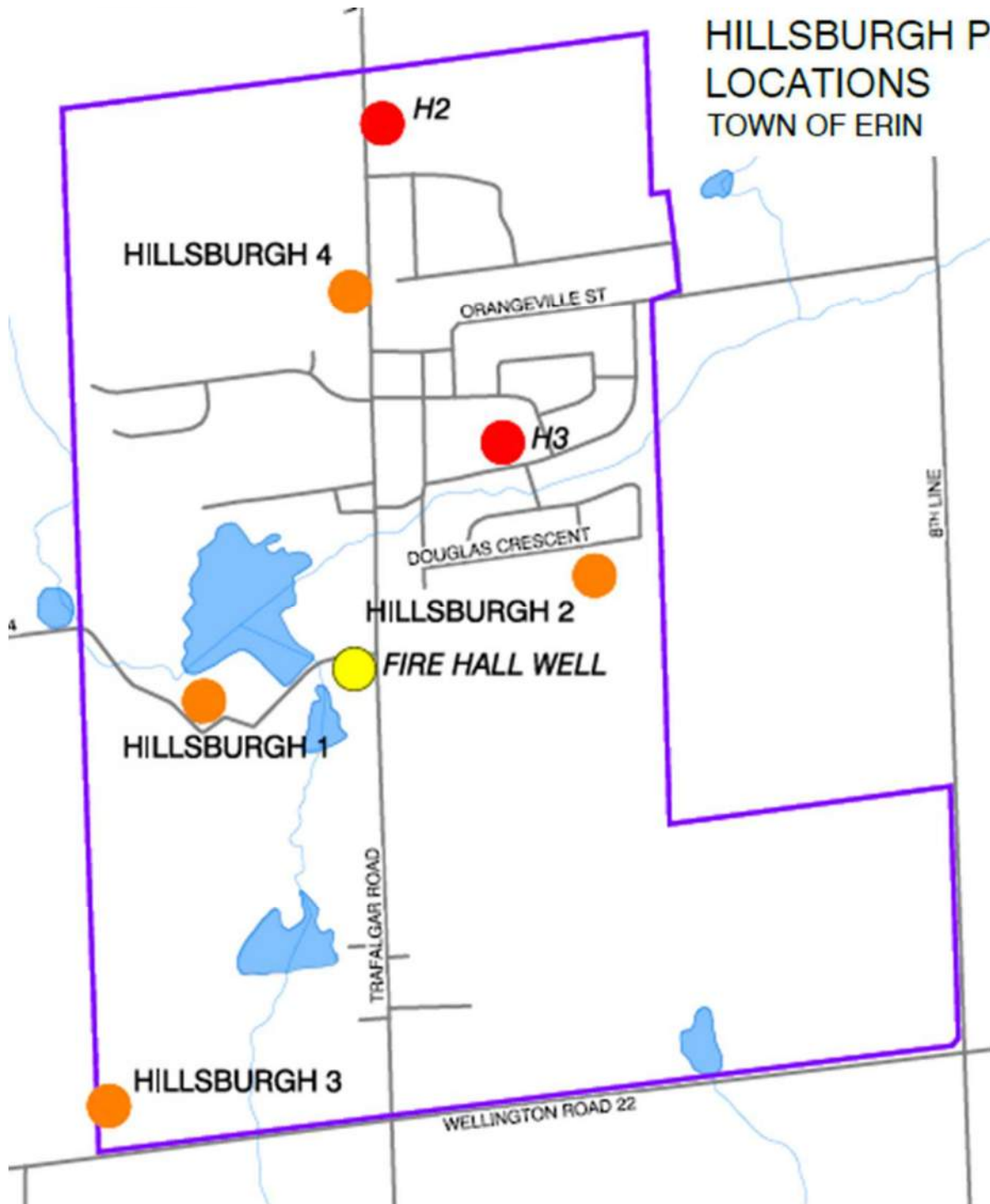
Hillsburgh 2 (Tavares Lands, Currie Drive)

- Third priority of the testing program due to location and potential aquifer capacity.
- Two productive zones encountered, one very high capacity zone in the shallow bedrock, and one high capacity zone in the deep bedrock. Lower zone capacity estimated to be 1,512 m³/day and identified as the preferred target for municipal well construction.
- Overall good water quality results; with parameters at concentrations below drinking water guidelines.
- Site recommended to proceed to the municipal well construction and testing stage.





Hillsburgh 3 (Thomasfield Homes, Wellington Road 22) and Hillsburgh 4 (North of Upper Canada Drive)

- Based on successful results obtained at Hillsburgh 2, no additional test drilling was completed as part of the current well testing program. Future water supply investigations, as required, can be completed to assess potential water supply capacity of these sites.

HILLSBURGH POTENTIAL WATER SOURCE LOCATIONS TOWN OF ERIN



LEGEND

-  HILLSBURGH URBAN BOUNDARY
-  EXISTING WELL CONNECTED TO MUNICIPAL WATER SYSTEM
-  POTENTIAL NEW WELL LOCATION
-  EXISTING WELL NOT CONNECTED TO MUNICIPAL WATER SYSTEM

Production Well Development

Regulatory Requirements

- In order for a well to be used for municipal purposes, a long-term Permit To Take Water (PTTW) is required. To obtain a long-term PTTW, information obtained from a pumping test, completed over an extended period (e.g. one-week) is required. This includes a hydrogeologic study to examine well capacities and potential impact.
- To complete the pumping test, a pumping/monitoring plan is developed and a temporary (short-term) PTTW is obtained from the Ministry of the Environment, Conservation and Parks (MECP).
- Input is obtained from MECP and Credit Valley Conservation (CVC) to develop a pumping/monitoring plan that will adequately assess potential impacts to other water users (e.g. private wells) in the area, in addition to natural environment features (wetlands, ponds, creeks), including known cold water fish habitat, spring areas and/or trout spawning areas.
- A 1 km study area around each Test Well was chosen as a basis for assessment; however, monitoring and assessment also extends beyond 1 km.

Production Well Development Status

- Municipal well (E9) construction at the Erin 3 site was completed in early November 2019. Pump testing was conducted from December 12 to 18, 2019. The total (pre to post test) monitoring period began in early November 2019 and is ongoing. Final results are expected by the end of January 2020.
- Municipal well (H4) construction at the Hillsburgh 2 site was completed in late November 2019. Pump testing was conducted from January 9 to 18, 2020. The total (pre to post test) monitoring period began in early December 2019 and is ongoing. Final results are expected by the end of January 2020.



Preliminary Preferred Alternatives

The results of the testing, monitoring and assessment of Erin 3 and Hillsburgh 2 will be used to evaluate the shortlisted alternatives, which are:

Alternative 4: Addition of New Wells for Each Existing Municipal System and

Alternative 6: Interconnect Existing Erin and Hillsburgh Water Systems and Addition of New Well Supply

The evaluation will consider the future supply demands of the Preferred Growth Allocation Scenario, in accordance with the Final Town of Erin Growth Management Strategy Report to identify the recommended/preferred alternative.

Identification of the preferred alternative is ultimately selected as the alternative that is most prepared to meet the water demand requirements of the existing residents, both connected and unconnected, and future growth scenario; since both alternatives are able to address these requirements and the potential impacts on the environment are similar between both alternatives, as summarized on the next slide.

Evaluation of Potential Impacts

Environment Category	Alternative 4 - Addition of New Wells for Each Existing Municipal System	Alternative 6 - Interconnect Existing Erin and Hillsburgh Water Systems and Addition of New Well Supply
Cultural	The heritage attributes of identified cultural heritage landscapes and built heritage resources will continue to exist with or without the installation of proposed well site infrastructure. Mitigation measures to conserve cultural heritage value or interest will limit potential impacts. Completion of Stage 2 archeological assessment at Erin 3 site pending.	
Social	Will permit the extension of water services to new developments, which is a requirement for continued growth to meet the requirements of the Provincial Policy Statement.	
Natural	<p>Potential impacts to vegetation, wildlife and their habitat are rated as minor. Mitigation measures will be used to avoid any adverse impacts to vegetation, wildlife and habitat.</p> <p>Based on a preliminary assessment, 16 existing properties within a 100 m radius of the new wells may be subject to a number of requirements including septic inspections, manure application prohibitions, risk management plans for agricultural activities and for chemical handling/storage and education requirements. Conditions/restrictions (i.e. no private servicing) will be applicable to new developments created within 100 m of the new well. Further study will be required following the completion of this Class EA to delineate vulnerable areas and amend the CTC Source Protection Plan.</p>	
Technical	<p>This alternative would require an additional new well and increased storage due to reduced redundancy.</p> <p>The Town will be more resilient to extreme weather including drought and extreme cold as firm capacity of the municipal water system will be increased through additional well supply, storage and redundancy, should one of the well sites fail during a storm event (climate change related).</p>	<p>Provides greater access to potential future wells since the area between Erin/Hillsburgh is hydrologically suitable for a new well. This connection would facilitate the easy connection of such a well into either system; however, development potential along the preferred trunk watermain route (i.e. Trail) is limited.</p> <p>The Town will be more resilient to extreme weather including drought and extreme cold as firm capacity of the municipal water system will be increased through additional well supply, storage and redundancy, should one of the well sites fail during a storm event (climate change related).</p>
Economic	<p>This alternative would require additional infrastructure (i.e. additional well and storage) due to reduced redundancy which would increase both capital and operational costs.</p> <p>Supports the intent of the GMS regarding Growth Projections.</p>	<p>A sewage forcemain is proposed along the same route as would be for the interconnecting trunk watermain, so cost of construction for this interconnection will be significantly reduced.</p> <p>Supports the intent of the GMS regarding Growth Projections.</p>



Implementation Strategy and Supporting Infrastructure Considerations

Details regarding infrastructure and implementation requirements will be addressed during the design phase of the project (i.e., following identification of the preferred alternative and completion of the Class EA) and will include the following:

- System Storage Configuration and Location
- System Distribution
- Capital Cost
- Future Wells Exploration Strategy
- Future Interconnection of Systems



Next Steps

1. Receive input/questions/comments from this Online PIC on or before February 3, 2020. Consider and incorporate this information into the planning and assessment of this project.
2. Compile and finalize the results of the testing, monitoring and assessment of Erin 3 (E9) and Hillsburgh 2 (H4) wells to identify a preferred alternative.
3. Notify all stakeholders of Class EA Notice of Completion and filing of Project File Report for public review for a period of at least 30 calendar days.
4. Subject to comments received as a result of the Notice of Completion, proceed to the next phase of the project, which includes design and construction of the preferred alternative.

Thank You

Thank you for your interest and participation in this project. Your input, questions and/or comments on the material presented in this Online PIC are encouraged.

Please submit your input, questions and/or comments on or before **February 3, 2020** to communications@erin.ca or rkirtz@tritoneng.on.ca and a member of the Project Team will respond to you directly. Comments received will be collected under the Ontario Environmental Assessment Act and information will be collected in accordance with the Freedom of Information and Protection of Privacy Act and, with the exception of personal information, may be included in the project documentation and become part of the public record.

Project Team members are available to assist with website navigation and submission of comments by mail/phone/email to:

Nick Colucci, P.Eng.
Director of Infrastructure Services
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
Phone: 519-885-4407
Toll Free: 1-877-818-2888
Email: communications@erin.ca

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

[REDACTED]

From: [REDACTED]
Sent: February 2, 2020 1:49 PM
To: communications@erin.ca; Ray Kirtz
Subject: Hillsburgh municipal class EA.

Follow Up Flag: Follow up
Flag Status: Flagged

To whom it may concern,

As a resident of Hillsburgh for 15 years I am very concerned with the environmental and financial impact this project Will have on me and my family.

We are quite happy with our well and have no intention to connect to municipal water. If this project goes forward, will we be required to connect to the municipal water without the option to opt out?

Since I have no intention of connecting to the municipal water, I am also concerned that the costs of such a massive undertaking will be covered, even in part, by the municipal taxes. Whomever wishes to utilize the municipal water should shoulder the costs. Not those whom have no need for it.

I look forward to your reply.

Sincerely,
Andrew Bailini
Hillsburgh.

Sent from my LG Mobile

[REDACTED]

From: Communications <communications@erin.ca>
Sent: February 3, 2020 11:08 AM
To: Nick Colucci; Ray Kirtz
Subject: FW: PUBLIC WATER CONSULTATION

Follow Up Flag: Follow up
Flag Status: Flagged

From: Les Sinka [REDACTED]
Sent: Monday, February 3, 2020 11:03 AM
To: Communications <communications@erin.ca>
Subject: PUBLIC WATER CONSULTATION

Hello:

Throughout the public on-line consultation report from Triton Engineering Services Limited, Jan.20, 2020 there is reference to "urban" and "urban boundaries".

On page seven of this report the Village of Erin boundaries are shown. Please confirm that these boundaries will remain intact.

Specifically, that no encroachment will occur and that Credit River Road, Cedar Ridge and Pine Ridge are excluded from this project.

thank you.

L.Sinka

[REDACTED]

From: Ray Kirtz
Sent: February 24, 2020 10:13 AM
To: [REDACTED]
Cc: communications@erin.ca; Nick Colucci
Subject: RE: Hillsburgh municipal class EA.

Hi Andrew,

Thank you for your email and for providing your comments to the Town of Erin Water Environmental Assessment.

Residents living within the urban boundaries will eventually be required to connect to municipal wastewater and, if not already connected, to municipal water.

The Town is currently in the process of working with the Provincial and Federal levels of government to receive adequate financing towards bringing wastewater servicing solutions to the urban areas of the Town of Erin. For more information on the Town's wastewater project, please visit the website: <https://www.erin.ca/town-hall/corporate-initiatives/wastewater>

If you have further questions/comments please contact me.

/Ray

From: [REDACTED]
Sent: February 2, 2020 1:49 PM
To: communications@erin.ca; Ray Kirtz <rkirtz@tritoneng.on.ca>
Subject: Hillsburgh municipal class EA.

To whom it may concern,

As a resident of Hillsburgh for 15 years I am very concerned with the environmental and financial impact this project Will have on me and my family.

We are quite happy with our well and have no intention to connect to municipal water. If this project goes forward, will we be required to connect to the municipal water without the option to opt out?

Since I have no intention of connecting to the municipal water, I am also concerned that the costs of such a massive undertaking will be covered, even in part, by the municipal taxes. Whomever wishes to utilize the municipal water should shoulder the costs. Not those whom have no need for it.

I look forward to your reply.

Sincerely,
Andrew Bailini
Hillsburgh.

Sent from my LG Mobile

[REDACTED]

From: Ray Kirtz
Sent: February 24, 2020 9:59 AM
To: [REDACTED]
Cc: Communications; Nick Colucci
Subject: RE: PUBLIC WATER CONSULTATION

Hi Les,

Thank you for your email and for providing your comments to the Town of Erin Water Environmental Assessment.

At this time, there are no current plans to alter the urban boundaries. Both the potential and future development areas are within the urban centre boundaries, which have been identified in the Town of Erin's recently adopted Growth Management Strategy.

If you have further questions/comments please contact me.

/Ray

From: Communications <communications@erin.ca>
Sent: February 3, 2020 11:08 AM
To: Nick Colucci <Nick.Colucci@erin.ca>; Ray Kirtz <rkirtz@tritoneng.on.ca>
Subject: FW: PUBLIC WATER CONSULTATION

From: Les Sinka [REDACTED]
Sent: Monday, February 3, 2020 11:03 AM
To: Communications <communications@erin.ca>
Subject: PUBLIC WATER CONSULTATION

Hello:

Throughout the public on-line consultation report from Triton Engineering Services Limited, Jan.20, 2020 there is reference to "urban" and "urban boundaries".

On page seven of this report the Village of Erin boundaries are shown. Please confirm that these boundaries will remain intact.

Specifically, that no encroachment will occur and that Credit River Road, Cedar Ridge and Pine Ridge are excluded from this project.

thank you.

L.Sinka

Appendix I.3

Notice of Completion Advertisement



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.



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
e-mail: info@tritoneng.on.ca

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



105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
Email: info@tritoneng.on.ca

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.

Appendix J

Memo: Preliminary Assessment of Source Protection Implementation Requirements for Potential New Well Sites, Erin Water Supply Class EA

**(Kyle Davis, Risk Management Official,
February 7, 2020)**



Memorandum

To: Ray Kirtz, P. Eng., Triton Engineering
Andrew Pentney, Groundwater Science Corporation

C.C. Nick Colucci, P. Eng., Director of Infrastructure Services, Town of Erin

From: Kyle Davis, Risk Management Official

Date: February 7, 2020

Subject: Preliminary Assessment of Source Protection Implementation Requirements for Potential New Well Sites, Erin Water Supply Class Environmental Assessment

As requested, this memorandum evaluates the potential source protection implementation requirements for two test wells installed as part of the Town of Erin Water Supply Class Environmental Assessment. The two test wells are identified as:

- E9/TW3 located on the east side of 5657 Wellington Road 23, Erin; and
- H4/TW4, located southeast of the intersection of Currie Road and Douglas Crescent, Hillsburgh.

This memorandum also provides a high level review of the other test well sites evaluated as part of the Class Environmental Assessment. This review is provided in the results section under the comments applicable to all wells.

Source protection implementation requirements are a combination of Source Protection Plan policies and the Clean Water Act and its associated regulations. The applicable Source Protection Plan for both test well locations is the Credit Valley, Toronto and Region, Central Lake Ontario (CTC) Source Protection Plan.

Any new municipal well is required to have wellhead protection areas established and approved prior to water being distributed to residents. This requirement is pursuant to the Safe Drinking Water Act and the Clean Water Act. The wellhead protection areas (WHPA) include a WHPA-A (100 metre radius), WHPA-B (two year time of travel), WHPA-C (5 year time of travel) and WHPA-D (25 year time of travel) at a minimum. Other WHPAs may apply if a well is designated groundwater under the direct influence of surface water. To delineate the WHPAs B through D, hydrogeological modelling is required to be completed by the municipality. This modelling is not part of the current Class Environmental Assessment process and would need to take place during the detailed design phase of the project. The modelling to delineate WHPAs plus the assessment of vulnerability of the aquifer is required to be completed and approved prior to distribution of



water to residents and includes the issuance of a notice by the applicable Source Protection Authority, in this case the Credit Valley Source Protection Authority. Recommendations related to the required notice and associated public process are outlined in Next Steps / Recommendations section of this memorandum.

In addition to WHPA delineation, a number of underlying reference layers will need to be updated in the CTC Assessment Report. These layers included managed lands, livestock density and the Intrinsic Susceptibility Index (ISI) vulnerability scoring. The typical methodology is to update those layers based on the area of the WHPA delineations as it provides a more localized grid to calculated managed lands percentages and livestock densities. Similarly, the ISI vulnerability scoring is a regional layer and typically the vulnerability scoring will be updated within WHPAs and near wells to provide more up to date scoring. These updates will need to be completed during the detailed design phase in conjunction with the WHPA delineations.

Methodology

This assessment of source protection implementation requirements was based on mapping published in the approved CTC Assessment Report and the policies in the approved CTC Source Protection Plan. The assessment also used mapping from the Blackport Hydrogeology Inc. report entitled WHPA Delineation and Vulnerability Assessment, Town of Erin dated April 2010.

Results of the assessment are provided in the next section. As shown on Figures 1 through 4, an approximately 100 metre radius (200 metre diameter) circle was placed approximately at the test well locations to illustrate the number of properties that may be affected by the WHPA-A. The location of the WHPA-A and the exact properties affected will need to be confirmed in the detailed design phase of the project. For this memorandum, the regional scale managed lands, livestock density and ISI vulnerability layers that were approved in the CTC Assessment Report were used and were not updated. Some of these layers were accessed from the provincial online Source Protection Atlas while others were accessed from CTC Assessment Report or the Blackport report. Certain assumptions were made based on the regional mapping, in particular the scoring on the regional ISI mapping was converted as follows: WHPA-A (score = 10), WHPA B (high = 10, medium = 8, low = 6) and WHPA C (high =8, medium = 6, low = 4). Similarly, the regional mapping layers for managed lands and livestock density were interpreted and test well specific comments provided. This analysis was completed for all the test well sites identified in the Class Environmental Assessment, although mapping is only provided in this memorandum for well E9/TW3 and H4 /TW4



Results

The following section provides results applicable to all test well sites and specific recommendations related to well E9/TW3 and H4/TW4.

Comments Applicable to All Well Sites.

1. Any existing property within 100 metres of the municipal well (WHPA-A) will require a septic system inspection if any part of their septic system is within the 100 metres setback. As shown on Figures 1 through 4, an approximately 100 metre radius (200 metre diameter) circle was placed approximately at the test well locations to illustrate the number of properties captured within the 100 metre radius. When positioning the final well location, anything that can be done to minimize the number of septic systems within that 100 metres would reduce the source protection requirements. This is probably the one item where land acquisition, design of the well site and / or location of the well could make the biggest difference to requirements on adjoining property owners.
2. New lots that require septic systems will be prohibited within 100 metres of the municipal well (WHPA-A). This is outlined in the CTC Source Protection Plan policy SWG-4. New lots serviced by sanitary sewers would be allowed.
3. Manure application will be prohibited within 100 metres of the municipal well (WHPA A) as outlined in CTC Source Protection Plan policy ASM-2.
4. Based on the current standby generators that the Town uses at its existing wells, it anticipated that the proposed generators would be classified as moderate drinking water threats as the total fuel capacity would be below 2,500 litres above grade. Since the generators are part of the drinking water system, spill containment and risk management measures would be contained in the Town's drinking water licence to address this risk.
5. Agricultural policies for significant drinking water threats only apply within a score 10 vulnerability. Current managed lands for both well sites are 40% to 80%, however, if managed lands percentages are recalculated to > 80% then commercial fertilizer and manure application and storage would be considered significant drinking water threats in score of 10 and prohibited in the WHPA-A (100 metres from the well). If managed lands stay within 40 to 80% then only manure application and storage would be prohibited. Livestock grazing and pesticides application and storage would be handled through risk management plans for existing activities.



6. If score 10 areas were present in the WHPA-B, then risk management plans would apply for commercial fertilizer, manure and pesticides application and storage. Livestock grazing, pasturing and outdoor confinement yards would also require risk management plans in the score 10.
7. In the remaining WHPAs and vulnerability scores (WHPA-B and C, scores 2 through 8) only the handling and storage of dense non-aqueous phase liquids (DNAPLs) would be regulated. Due to the likely residential, agricultural and rural land uses of where the WHPAs would be located, it is anticipated that the majority of the DNAPL requirements would be handled through the existing Wellington Source Water Protection education and outreach program. It is possible that a small number of properties may be identified as requiring DNAPL risk management plans. Typically, this would be related to an automotive repair or manufacturing use. Education programs relevant to other activities will also be applicable to existing properties.

Well site E9 / TW3 Comments

8. Based on the test well location and the current orientation of the approved WHPAs such as E7, it is assumed that the well site E9 / TW3 WHPAs would run generally to the northwest and a short distance to the south of the test well location. Based on this orientation, the properties impacted by the new WHPAs would be mostly agricultural and / or rural residential. As shown in Figure 1, the WHPA for this site will overlap with the current E7 WHPA, however, likely only with the WHPA-D (25 year time of travel) for E7. Based on the test well location and the current orientation of the approved WHPAs, it appears unlikely that the new WHPAs will overlap within the Town of Erin industrial area.
9. Based on the regional vulnerability mapping in the Blackport report, the regional scoring is low to medium, assuming no well specific updates, this would result in score 10 only in the WHPA-A.
10. Assuming only score 10 in WHPA-A, one existing residential property would be subject to the septic inspection program and approximately four properties subject to agricultural policies.

Well Site H4 / TW4 Comments

11. It is anticipated that there will be future development plans to develop a residential subdivision on the current agricultural lands surrounding this well site. Any new lots within 100 metres of the municipal well that require septic systems will be prohibited. New lots serviced by sanitary sewers would be allowed.



12. Based on the test well location and the current orientation of the approved WHPAs, it is assumed that the well site H4 / TW4 WHPAs would run generally to the northwest and a short distance to the south of the test well location. Based on this orientation, the properties impacted by the new WHPAs would be mostly urban residential and some agricultural. As shown in Figure 3, the WHPA for this site will overlap with the current Hillsburgh WHPAs.
13. Based on the regional vulnerability mapping in the Blackport report, the regional scoring is medium, assuming no well specific updates, this would result in score 10 only in the WHPA-A.
14. Assuming only score 10 in WHPA-A, approximately ten existing residential properties would be subject to the septic inspection program and one property subject to agricultural policies.

Summary

Prior to distribution of water to residents from new municipal wells, the Clean Water Act and Safe Drinking Water Act require that new or changing municipal drinking water systems are included in a Source Protection Plan before water may be provided to the public. Further work will be required during the detailed design phase to delineate wellhead protection areas and to update vulnerability scoring and other reference layers. Following the technical work, there will be a public process to incorporate the new WHPAs into the CTC Source Protection Plan.

Based on the preliminary assessment of source protection requirements, existing properties may be subject to a number of requirements including septic inspections, manure application prohibitions, risk management plans for a number of agricultural activities and for chemical (DNAPL) handling / storage and education requirements. There will also be prohibitions applicable to new lots created within the WHPA-A (100 metres radius) that are serviced by septic systems. New lots serviced by sanitary sewers would be allowed within the WHPA-A. Based on the preliminary assessment, it is estimated that approximately eleven existing properties will be subject to septic inspections, five properties subject to agricultural requirements and a small number properties subject to DNAPL risk management plans. All properties within the WHPAs will be subject to education policies. The number of properties is a preliminary estimate and will change once the WHPAs are delineated.

Next Steps / Recommendations

1. Further work will be required to determine the ISI vulnerability scoring, the WHPA boundaries, the managed lands / livestock densities and other reference layers. It is



anticipated that this work would be completed during the detailed design phase of the project and funded by the municipality. The WHPA delineation and vulnerability assessment will need to be completed by a licenced professional engineer or geoscientist. The updates to the managed lands, livestock densities and other reference layers can be updated through a GIS analysis exercise and in conjunction with staff from the CTC Source Protection Region and Credit Valley Source Protection Authority

2. Once the WHPAs have been delineated, an enumeration of the threat activities on the properties within the new WHPAs will have to be completed. This work will update the results / comments 1 through 14 provided above and would be completed by Town Risk Management staff (Wellington Source Water Protection) and included in the updated Assessment Report sections drafted by the Credit Valley Source Protection Authority.
3. Prior to the detailed design phase beginning, a meeting or teleconference should be arranged with staff from the CTC Source Protection Region and Credit Valley Source Protection Authority to discuss the project and to ensure the work in recommendations 1 and 2 will fulfill the requirements pursuant to the Safe Drinking Water Act and Clean Water Act. A telephone call was held with Jennifer Stephens, Program Manager at CTC Source Protection Authority in October 2019 to provide CTC Source Protection Region with some initial information on test wells and to seek advice on the process. Based on experience with other studies, it is anticipated that, a minimum of one year to eighteen months will be needed after completion of the technical work outlined above to obtain the necessary notices and updates to the Assessment Report and Source Protection Plan including public consultation and Provincial approval. Attached is a fact sheet from the Province outlining the update process, please note that this project will be considered a Section 34 amendment.
4. Consideration should be given to requesting records from the Ontario Ministry of the Environment, Conservation and Parks (MECP) through a Freedom of Information process regarding historical and current activities and approvals in the area of the test wells. It is recommended that this request is not filed with the MECP until after the WHPAs have been delineated. This information would form part of the record used by Wellington Source Water Protection for the threats enumeration. This work can be completed by Town Risk Management staff (Wellington Source Water Protection).



If you require further information, please contact.

A handwritten signature in black ink that reads "Kyle Davis".

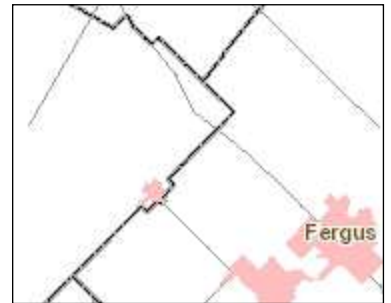
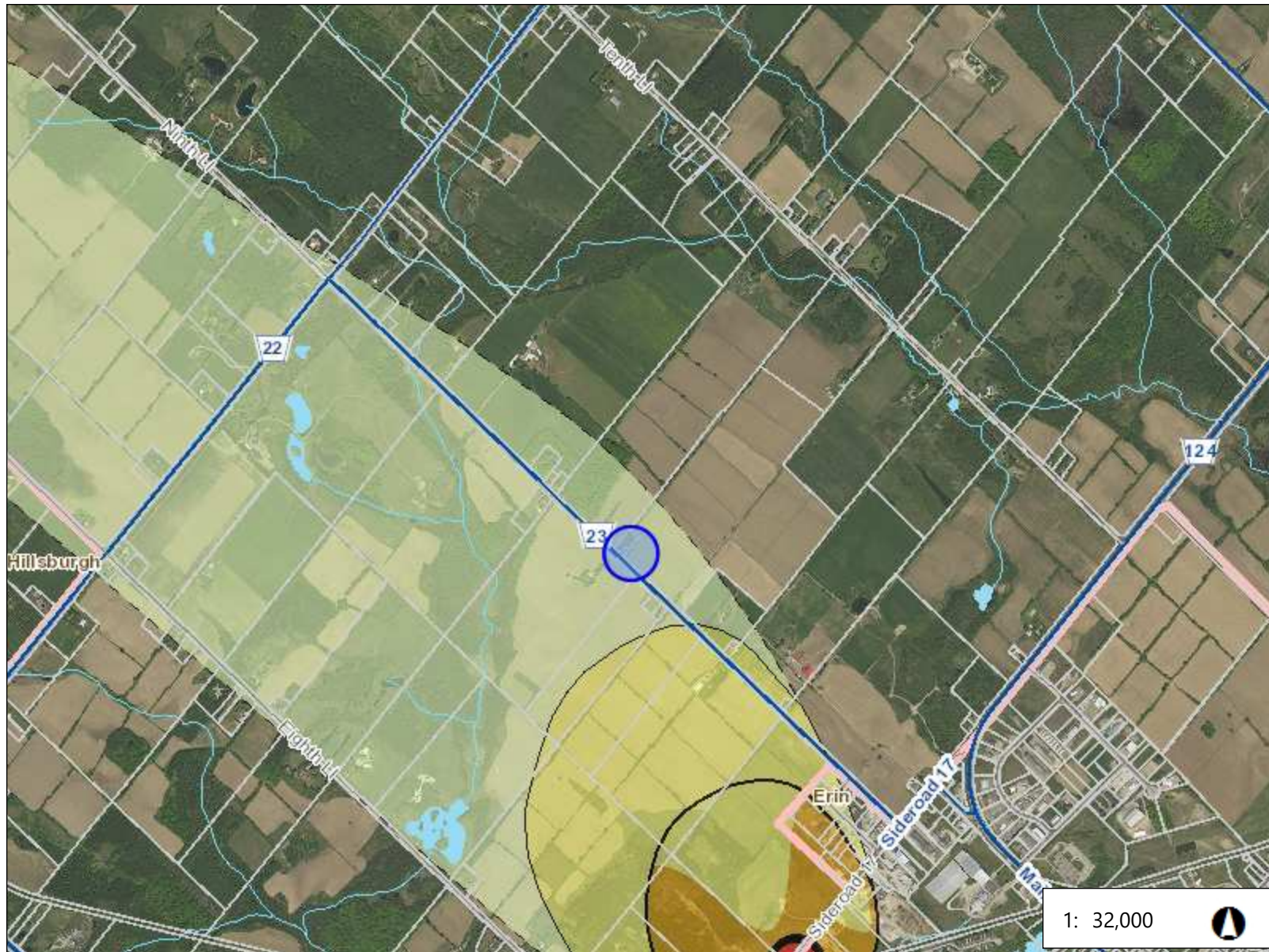
Digitally signed by Kyle
Davis
Date: 2020.02.07 11:15:58
-05'00'

Kyle Davis
Risk Management Official, Town of Erin




















Attachments

Figures 1 through 4
Source Protection Planning Bulletin – October 2019

Figure 1: E9/TW3 in relation to E7 WHPA



Legend

-  Parcels
- Roads - Small Scale**
 -  Local Road
 -  County Road
 -  Highway
-  Waterbodies
-  Watercourses
-  Urban Centres and Hamlets
- Ontario - Roads**
 -  Ontario Highway
 -  Major Road
 -  Local Road
-  Ontario - Waterbodies
- Well Locations**
- Wellhead Protection Area Boundaries**
 -  A
 -  B
 -  C
 -  D
- Vulnerability Score**
 -  10
 -  8
 -  2, 4, 6 (A, B or C)
 -  2, 4, 6 (D)
- RoadsLookup

1.6 0 0.81 1.6 Kilometers

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

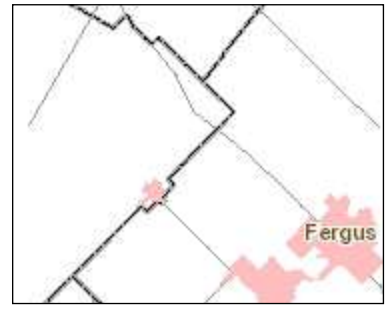
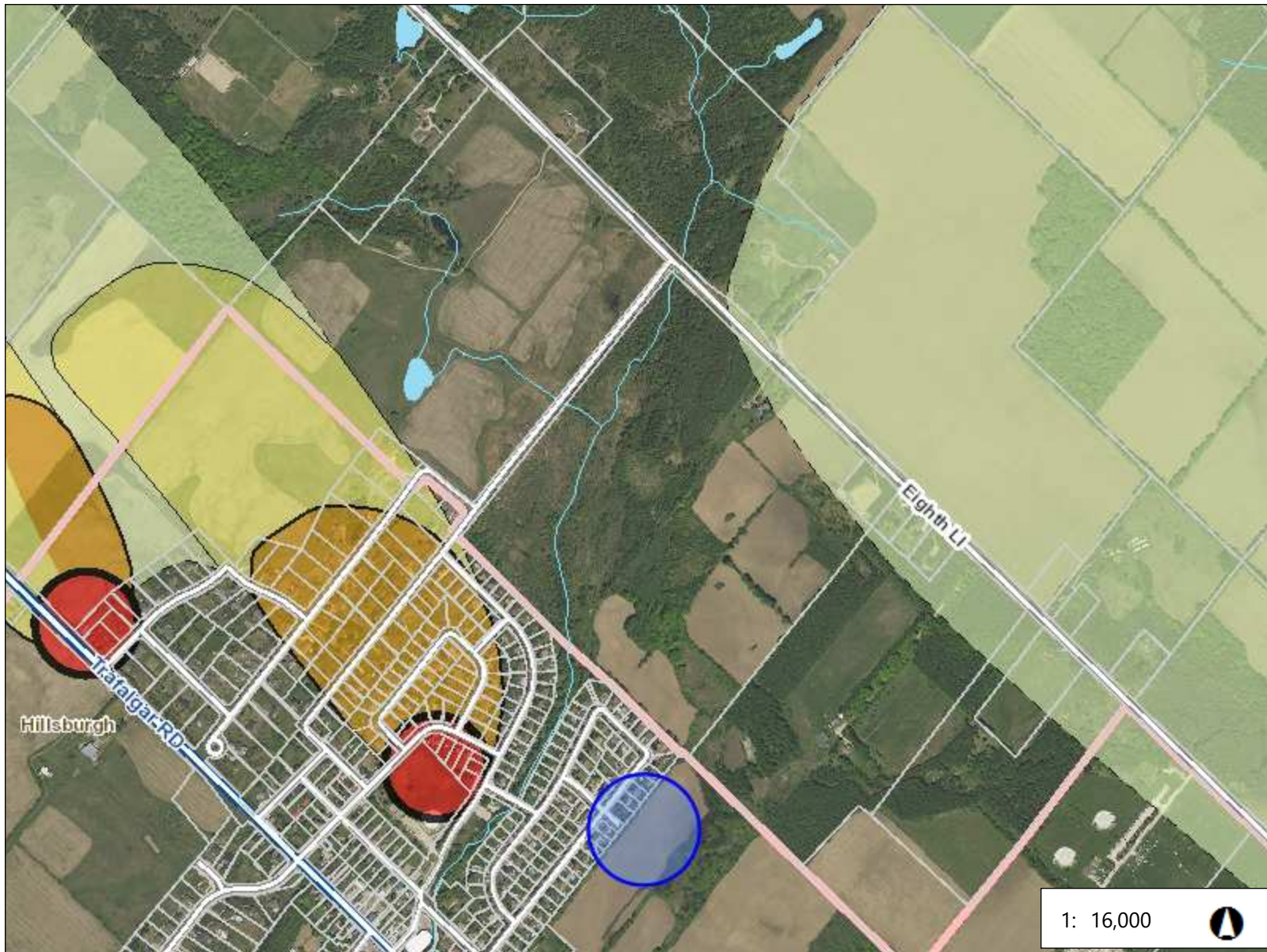
Produced using information under License with the Grand River Conservation Authority. Copyright © Grand River Conservation Authority, 2016.

THIS IS NOT SURVEY DATA. Parcels - Teranet 2002, Wellington County 2018

Notes



Figure 3: H4/TW4 and Adjoining WHPAs



Legend

- Parcels
- Roads**
 - Local Road
 - County Road
 - Highway
- Waterbodies
- Watercourses
- Urban Centres and Hamlets
- Ontario - Roads**
 - Ontario Highway
 - Major Road
 - Local Road
- Ontario - Waterbodies
- Well Locations
- Wellhead Protection Area Boundaries**
 - A
 - B
 - - C
 - · · D
- Vulnerability Score**
 - 10
 - 8
 - 2, 4, 6 (A, B or C)
 - 2, 4, 6 (D)
- RoadsLookup

1: 16,000

0.8 0 0.41 0.8 Kilometers

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
Produced using information under License with the Grand River Conservation Authority. Copyright © Grand River Conservation Authority, 2016.

Notes

Source Protection Planning Bulletin – Overview of Requirements for Plan and Assessment Report Amendments and Updates under sections 34, 35 and 36 of the Clean Water Act

October 2019

Introduction

The purpose of the Clean Water Act (CWA) is to protect Ontario's existing and future sources of drinking water as part of an overall commitment to safeguard human health and the environment. A key focus of the legislation is the preparation of science-based assessment reports and locally-developed source protection plans. The source protection plans consist of a range of policies that reduce risks to water quality and quantity.

The source protection planning process ensures that affected and interested parties have opportunities to contribute to the preparation of amendments to source protection plans and assessment reports. Source protection planning is a locally-driven, collaborative process that includes municipal, provincial and public involvement through the source protection committees (SPCs), supported by local source protection authorities (SPAs).

Plan Revisions under the Clean Water Act

The CWA enables source protection plans and assessment reports to be revised using one of four methods:

1. a locally initiated amendment under section 34;
2. a Minister ordered amendment under section 35;
3. an update resulting from the review under section 36; or
4. an amendment under section 51 of O. Reg. 287/07 for minor/administrative revisions.

The method used will depend on factors such as the level of complexity of the revisions and how time sensitive they are.

This bulletin provides guidance on the legislative requirements for making amendments to source protection plans and assessment reports under sections 34, 35 and 36 of the CWA.

The process for amendments is largely similar to the process followed when developing the initial plans and assessment reports, with a few key differences, including the importance of consulting concurrently on technical changes in an assessment report and plan revisions.

While every effort has been made to ensure the accuracy of the information in this document, it should not be construed as legal advice or relied on as a substitute for the legislation.

1. Need for Plan Amendment or Update

The SPA¹ should first consider whether the necessary revisions should be made as part of an amendment under section 34, an update under section 36 in accordance with a Minister's order, or if the revision is minor/administrative in nature (i.e. the revision would not change how the plan is being implemented), under section 51 (typographical and other changes) of O. Reg. 287/07. If an amendment is made under section 51, the SPA must publish the

¹ References to SPA are intended to be the lead SPA in a source protection region unless otherwise indicated.

amendment, and a notice describing the amendment, on the internet as soon as reasonably possible after the amendment is made. The SPA must also give a copy of the notice to the Director and to every person or body responsible for implementing a policy that is affected by the amendment and must also provide updated geospatial mapping data to the ministry. The SPA should record the rationale for the amendment and keep it on file.

Section 34 amendments are typically those with some urgency, including those that ensure new or changing municipal sources of drinking water are protected, include important information not available at the time the plan was first approved (e.g. water budgets), address new or changing land uses or infrastructure that impact vulnerable area mapping or scores, and ensure policy implementation issues are addressed.

2. Development of Plan Amendments/ Updates

When source protection plans and assessment reports are being revised, the SPA is responsible for administering the overall process; however, in practice, the SPA and SPC may continue to work together as they have in the past. The SPA may move forward with consulting on the proposed amendments if the SPA and SPC agree it is advisable (section 48 of O. Reg. 287/07). Within your source protection area or region, SPA boards may already have established a process for determining when to move forward with amendments, or locally delegated these decisions to the project manager, lead SPA, or regional management committee of SPAs in a region.

When preparing a section 34 amendment or a section 36 update, in addition to text and/or maps that are the focus of the changes, O. Reg. 287/07 requires the revisions include:

- Any changes to the list of applicable legal provisions in the Appendix of the approved plan (i.e. legal effect list)
- Summary of all consultation activities undertaken (e.g. description of who was consulted, how they were consulted, and when)
- Description of consultation methods/dates/locations (e.g. letters, newspaper notices, public meetings, etc.).

Transport Pathways

In the event a section 34 amendment is being contemplated as a result of a notice received from a municipality about a new or modified transport pathway under ss.27(3) of O. Reg. 287/07, the SPA is required to give notice of its intention to propose such an amendment (O. Reg. 287/07, ss.48(2)). This notice must be provided to the municipality that received the transport pathway proposal, the person responsible for the proposal, and any persons engaging in activities that could be affected by policies as a result of the amendment. This notice can be provided at this stage (Development of Plan Amendments) or during the next stage (Early Engagement).

New and Changing Municipal Residential Drinking Water Systems

Changes in 2018 to O. Reg. 287/07 under the CWA and the establishment of O. Reg. 205/18 under the Safe Drinking Water Act require municipalities to work with the SPA to include new or changing municipal drinking water systems in a source protection plan before water may be provided to the public. The drinking water system owner is responsible for the work required to complete the amendment and may carry it out themselves, arrange for a consultant, or engage

the SPA to complete the requirements. This includes the time and effort required to complete all technical and policy work necessary for the amendment, including consultation.

The SPA is responsible for issuing a notice to the drinking water system owner when the SPA is satisfied that the technical work set out in ss.48(1.1)(a) of O. Reg. 287/07 has been completed. Specifically, this refers to vulnerable area mapping and the identification of areas where an activity of condition would be a significant, moderate and low drinking water threat (e.g. vulnerability scores). The SPA does not approve this work but is expected to consider if the work generally aligns with the content of the approved assessment report, plan and Director's Technical Rules (i.e. is the required content present, such as maps of vulnerable areas, vulnerability scores, enumeration estimates, etc.), and notify the drinking water system owner accordingly that it is satisfied with the work.

This notice must also include a description of the amendments necessary to incorporate the new or changing system, and an indication of when the SPA will be in a position to propose the amendments, noting if the changes are being incorporated as part of an update following a review under s.36. Other work that may be necessary to complete the amendments (i.e.: updates to impervious surface or livestock density mapping, review and possible amendments to plan policies, policy timeline updates, summary of consultation activities, pre-consultation with implementing bodies and public consultation) can be completed after issuing the notice and should be documented within it.

Source Protection Programs Branch (SPPB) staff are available to review early draft technical or policy work developed by, or on behalf of, a municipality or drinking water system owner.

3. Early Engagement

Early engagement is a fundamental part of the planning process to ensure that technical reports and information that supports the assessment report changes are evaluated and meet the requirements of the Director's Technical Rules, regulation and CWA in effect at the time of the amendments/updates. During early engagement, it is important that the SPPB be engaged before technical and policy work is finalized in order to provide essential early feedback. Early engagement documents should reference which version of the Director's Technical Rules and Tables of Drinking Water Threats are used (note: SPAs are expected to use the version in effect at the time of the revisions). Key reminders about the content of early engagement submissions are located in *Appendix A*.

Early engagement provides an excellent opportunity for the SPA to inform affected municipalities that a council resolution will be *required* for locally initiated amendments (or if directed in Minister's orders under s.35 or s.36, before the amendment package can be submitted to the ministry for review and approval). See section *Municipal Endorsement* below for more details.

Early engagement with SPPB serves two main purposes:

1. General discussion on approach (i.e.: new concepts/methodology), where there is consultation and dialogue on the proposed or selected methodology for conducting technical work including the delineation of Wellhead Protection Areas / Intake Protection Zones / Issues Contributing Areas / Event Based Areas, assigning vulnerability scores, etc.

This is particularly important in situations where the approach was not previously used in the assessment report or there may be some uncertainty about its suitability for the new technical work. This will help alleviate any concerns with the technical or policy work prior to you beginning pre-consultation with implementing bodies.

2. SPPB review following completion of technical work, where branch staff review and comment on the technical reports *before* they are finalized, on early draft assessment report text as available, and on early draft policies that will inform the revised source protection plan.

4. Pre-Consultation

As the SPA enters the pre-consultation stage, they should provide responses to outstanding comments from early engagement (and include updated technical reports, if applicable) to the SPPB as well as updated assessment report text. Pre-consultation with implementing bodies is required in all cases except for typographical and other changes set out in section 51 of O. Reg. 287/07. Implementing bodies are to be made aware of the plan and assessment report revisions and given an opportunity to provide feedback as early in the process as possible. Pre-consultation refers to the regulatory requirements within O. Reg. 287/07 (s.35 to s.39) and is listed within amended section 36 Minister's orders, to consult with impacted implementing bodies prior to conducting broader public consultation. More specifically, it refers to the requirement to send notices to persons or bodies² responsible for implementing policies, including government ministries that have obligations under the CWA (government contact information is provided in *Appendix B*). These pre-consultation requirements were applied when the plans were initially developed. Bodies responsible for implementing policies, such as affected municipalities and ministries, must be provided with the plan amendment proposal prior to public consultation, including:

- Notice of plan revisions (incl. assessment report);
- Policy text (incl. vulnerable area mapping³ or other information about where the policy will apply);
- Summary of rationale for amendments;
- Request for submission of written comments.

Depending on the extent of early engagement with municipalities, pre-consultation notices sent to affected municipalities could inform them that a council resolution will be required. The SPA can determine if it wishes to combine the notice for pre-consultation with the notice seeking a municipal council resolution. If these are combined, the SPA will need to provide a copy of the notice to the clerk of the municipality.

Pre-consultation should take place early in the process, after the core of the technical and policy work has been completed or finalized (i.e. after early engagement review and comments from SPPB). The SPA must then consider comments received and determine whether policies should be further revised prior to public consultation (it is important to build in sufficient time to address pre-consultation comments prior to commencing public consultation). The

² The regulation refers to "persons or bodies". For discussion purposes, "bodies" is used in the remainder of this bulletin.

³ Particularly when previously approved policies are being extended to new areas.

regulation requires pre-consultation when there are changes in the vulnerable area *where* policies apply, even if the policy text remains unchanged from the original plan approved by the Minister. It would be helpful for the pre-consultation notices to explicitly state when this is the case. For pre-consultation notices about MECP policies, please direct them to SPPB's general email (source.protection@ontario.ca) and your Liaison Officer.

5. Municipal Endorsement (Council Resolution)

Prior to conducting public consultation for locally initiated amendments under section 34, the CWA requires the SPA to obtain a municipal council resolution from each municipality affected by the amendments (if the SPA has not already done so during pre-consultation, a copy of the proposed amendments must be provided to the clerk of all affected municipalities). A municipality may be considered "affected" if it is located within a geographic area related to the amendments, and/or the municipality is responsible for taking actions or otherwise implementing source protection policies related to the amendments. During the initial plan development process, municipal council resolutions were not required, and as a result, municipalities may not be aware of this change for locally initiated amendments. It is advisable to engage municipalities early in the planning process and inform them of the need to obtain a council resolution. Doing so may help prevent potential submission delays associated with this requirement.

There is no legislative requirement to obtain a municipal council resolution as part of amendments or updates under sections 35 or 36 of the CWA, unless explicitly stated in your Minister's order. However, municipalities have the discretion to pass resolutions expressing comments on the proposed updates.

Where a municipality has provided council resolutions, the SPA must submit those to the ministry with the proposed revisions.

6. Public Consultation

The public consultation requirements for revisions are similar to those during initial plan development; however, for locally initiated amendments and s.36 orders issued to date, only one public consultation opportunity is required and there is no requirement for a public meeting. The SPA may have a public meeting depending on local circumstances and the scope and scale of the changes.

The public consultation period must be for a minimum of 35 days (or as otherwise noted in a Minister's order), and notification of this consultation must be provided to all implementing bodies, persons believed to be engaged in significant drinking water threat activities and affected municipalities. Consultation is required with First Nations with reserve land in the area affected by the amendments, and consideration for broader First Nations engagement is appropriate to help keep the lines of communication open with communities in your area and to ensure awareness of recent developments in source water protection. When you reach out for discussions or send notices to the Chiefs of First Nations, please also copy SPPB's general email (source.protection@ontario.ca) and your Liaison Officer.

Public consultation notices for locally initiated amendments and following Minister's orders issued to date must be published on the SPA's website and in the local newspaper, and hard copies made available at one or more locations that are sufficiently accessible to give the public

a reasonable opportunity to inspect the amendments or updates. Note, even if the text of the approved plan policies remains unchanged, the SPA is still required to consult if the geographic area of a given policy is extended as a result of the amendments; it is helpful for the public consultation notices to explicitly state when this is the case.

Please direct public consultation notices for MECP to the branch's general email (source.protection@ontario.ca) and your Liaison Officer.

You have local discretion to provide additional public consultation opportunities prior to finalizing the amendments.

Summary of parties to notify of posting and opportunity to comment:

- ✓ Clerk of each affected municipality
- ✓ Chief of any affected First Nations band with reserve land
- ✓ All bodies responsible for implementing policies
- ✓ Persons that could be engaging in significant threat activities
- ✓ Other miscellaneous bodies identified in O. Reg. 287/07 under ss.50(2) (e.g. Niagara Escarpment Commission, planning boards, contacts for Great Lakes water quality agreements, etc.).

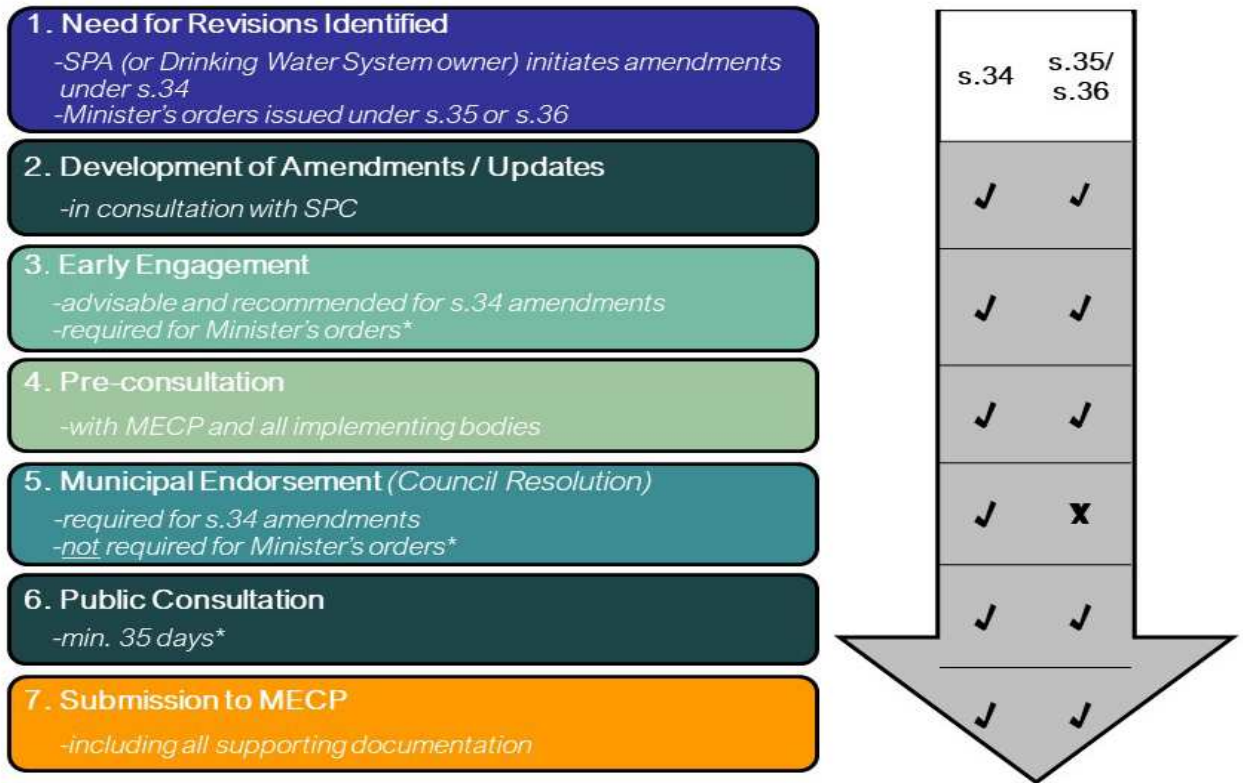
7. Submission to MECP

Following public consultation, any comments received during public consultation are to be submitted to the ministry as part of your submission package. Other submission details and supporting information for the ministry's review are outlined in *Appendices C and D*.

Appendices

- Appendix A: Reminder/Checklist at Various Stages of Amendments and Updates
- Appendix B: Consultation Contact List
- Appendix C: Supplemental Items to Facilitate Ministry's Review
- Appendix D: Submission Requirements for Assessment Report and Plan Revisions.

Figure 1: Assessment Report and Plan Revision Process under the Clean Water Act



*Note: unless otherwise specified in Minister's order

APPENDIX A: Reminders/ Checklist at Various Stages of Amendments and Updates

October 2019

Early Engagement	Pre-Consultation	Public Consultation
<p><i>Technical reports, supporting information and assessment report:</i></p> <p>Provide SPPB technical reports and key information to support assessment report updates (vulnerability overlay, WHPA/IPZ delineations, etc.) before it is finalized to ensure branch staff can adequately assess and if necessary, identify any issues to be addressed in the technical work.</p> <p>Although you are not expected to approve municipally-led⁴ technical work (that responsibility falls to SPPB), you should look for and identify obvious issues through a cursory review (i.e. is the required content present, such as maps, vulnerability scoring, enumeration estimates, etc.).</p> <p>Provide early draft assessment report text as available; ensure technical work is summarized in accordance with Director's Technical Rules in effect at time of amendment.</p> <p>If the assessment report content for a specific technical item differs from what was included in a technical report, you should document and provide this to SPPB, along with rationale, at each stage. This information must also be included in the formal submission.</p>	<p><i>Technical reports, supporting information and assessment report:</i></p> <p>If not shared during Early Engagement, provide SPPB with draft assessment report text (or provide updated text as amended since Early Engagement stage).</p> <p>Ensure technical work is summarized in accordance with Director's Technical Rules in effect at time of amendment (language summary should be at a level targeted for a general audience). Also provide required maps, tables, figures, etc. affected by the revisions to provide context for where plan policies apply.</p> <p>Provide SPPB with responses to outstanding comments from Early Engagement (and include updated technical reports, if applicable).</p>	<p>Ensure previous technical, policy and plan comments are addressed prior to Public Consultation.</p> <p>Publicly consult on the complete assessment report and plan amendments/updates (maps, tables and figures - as applicable).</p> <p>Include a one-page summary of changes to your assessment report and source protection plan (at the front end of each document) to advise the reader of what has changed and what the revisions encompass.</p>
<p><i>Policy work:</i></p> <p>Seek feedback from SPPB on early policy language, concepts or thoughts.</p> <p>Support SPPB in obtaining a good understanding of where policies will apply and who is affected (supported by mapping as applicable).</p>	<p><i>Policy work:</i></p> <p>Provide SPPB draft policy text with rationale for the policy.</p>	
<p><i>Timelines and addressing comments:</i></p> <p>The timing of Early Engagement should be after the core of the technical work is completed to ensure any issues with the technical work can be</p>	<p><i>Timelines and addressing comments:</i></p> <p>Ensure your Pre-Consultation timeline allows for</p>	

⁴ In the event that municipally-led technical studies, or other source protection information is not being shared with the local source protection authority, refer to the provisions within s.86 of the Clean Water Act.

Early Engagement	Pre-Consultation	Public Consultation
<p>addressed early before the work is finalized. This helps ensure that methodologies and approaches are technically acceptable for the SPA to move smoothly into Pre-Consultation with implementing bodies.</p> <p>Typical SPPB's Early Engagement review timelines for commenting on standard amendments/updates (e.g. new / changing systems and updated vulnerable areas, amended policies) are approximately 3 or 4 weeks, depending on the extent of the changes. A comprehensive review (e.g. multiple system updates, multiple new wells, revisiting previously approved technical work) could take additional time (please discuss with your Liaison Officer).</p> <p>Document comments received and how they were addressed.</p> <p>It is important to build in sufficient time to address Early Engagement comments prior to Pre-Consultation.</p>	<p>implementing bodies to review/comment, as well as for you to address comments provided and make revisions as appropriate prior to Public Consultation.</p> <p>Updated technical work with no policy amendments typically requires less time for Pre-Consultation; however, new or changing policies will likely require additional time - please plan accordingly.</p> <p>When SPPB is provided technical studies and early policy ideas at the Early Engagement stage and any comments provided are addressed, less time is likely needed at Pre-Consultation.</p>	

APPENDIX B: Consultation Contact List of Government Implementing Bodies

October 2019

You are reminded that plan (including assessment report) amendments are subject to section 34 of the Clean Water Act and sections 48 – 51 of O. Reg. 287/07, or as prescribed in Minister's Orders issued under the Clean Water Act. This requires you engage government implementing bodies affected by revisions to your plan, including when previously approved policies extend to new WHPAs or IPZs.

Implementing Body	Contact(s)	Contact Address
MECP	source.protection@ontario.ca and MECP Liaison Officer	Ministry of the Environment, Conservation and Parks, Source Protection Programs Branch, Land and Water Division, 40 St. Clair Ave. W, 14 th Floor Toronto, ON M4V 1L5
OMAFRA	Hugh Simpson Program Analyst, Program Coordination, Research and Partnerships, 519-400-6454 hugh.simpson@ontario.ca	Ministry of Agriculture and Food and Ministry of Rural Affairs, Environmental Management Branch 1 Stone Rd W, 3 rd Floor S Guelph, ON N1G 4Y2
MTO	<i>All MTO policies, please copy:</i> Ramsha Ahmed Policy Analyst, 905-704-2208 Ramsha.Ahmed@ontario.ca Natalie Boyd Team Lead, 905-704-2213 Natalie.Boyd@ontario.ca	Ministry of Transportation Traffic Office, Highway Standards Branch, Provincial Highways Management Division Garden City Tower 301 St. Paul St., 2nd Floor St. Catharines, ON L2R 7R4
	<i>Policies Related to Salt Management</i> Jeff Baker Head, Maintenance and Operations, 905-704-2340 Jeff.Baker@ontario.ca Robert Mount Design/Contract Standards Engineer, 519-873-1710 Robert.Mount@ontario.ca	Maintenance Management Office, Provincial Highways Management Division Garden City Tower 301 St Paul St, 2 nd Floor St Catharines, ON L2R 7R4
	<i>Policies Related to Signage</i> Rita Goulet (primary contact) Specialist Operations, Traffic Operations Engineering Section, 905-704-3266 rita.goulet@ontario.ca Roger De Gannes (secondary contact) Head, Traffic Operations Engineering Section 905-704-2947 Roger.Degannes@ontario.ca	Environmental Policy Office, Transportation Planning Branch Policy & Planning Division Garden City Tower 301 St. Paul Street, 2nd Floor St. Catharines, ON L2R 7R4
	<i>For Instruments under ARA (MTO Highways)</i> Monique Seibert (primary contact) Senior Aggregate Resources Engineer, 627-271-0738 Monique.Seibert@ontario.ca	Highway Standards Branch 145 Sir William Hearst Avenue, Floor 2 Toronto, ON M3M 0B6
	Joel Magnan (secondary contact) Head, Soils and Aggregates Section, 416-235-3734 Joel.Magnan@ontario.ca	

Ministry of the Environment, Conservation, and Parks
Source Protection Programs Branch

Implementing Body	Contact(s)	Contact Address
MNRF	Jason Belleghem Sr. Program Advisor - Aggregates, Regional Operations Division, Integration Branch, 705-755-3189 Jason.Belleghem@ontario.ca	Ministry of Natural Resources and Forestry Regional Operations Division Integration Branch 300 Water Street, 5 South Peterborough, ON K9J 3C7
MGCS / TSSA	Erick Morales Senior Policy and Program Analyst, 437-778-4452 erick.morales@ontario.ca	Ministry of Government and Consumer Services, 56 Wellesley St West Toronto, ON M7A 1C1
	Kristian Kennedy Manager, Government Relations Stakeholder Relations (Policy Lead) 416-734-3512 Cell: 647-881-0092 Fax: 416-231-1626 kkennedy@tssa.org	Technical Standards & Safety Authority 345 Carlingview Drive Toronto, Ontario M9W 6N9
	James Ban Policy Advisor, Stakeholder Relations (Policy Support) 416-734-3309 Fax: 416-231-1626 jban@tssa.org	
	Zenon Fraczkowski, P.Eng Manager Engineering (Technical Lead) Fuels Safety 416-734-3355 Cell: 416-575-6748 Fax: 416-231-7525 zfraczkowski@tssa.org	
MMAH (*Please copy Erick Boyd on all consultation notices regardless of region along with the appropriate regional contacts listed here)	Erick Boyd Manager, Western Municipal Services Office 519-873-4025 erick.boyd@ontario.ca	Ministry of Municipal Affairs and Housing 2nd Floor, 659 Exeter Rd London, ON N6E 1L3
	<i>Central Region (CTC, Halton-Hamilton, Niagara, SGBLS)</i> Steven Barber Planner, 416-585-6085 steven.barber@ontario.ca	Municipal Services College Park, 13th Floor 777 Bay St, Toronto, ON M5G 2E5
	<i>Eastern Region (Cataaraqui, Miss-Rideau, Quinte, Raisin-SN, TCC)</i> John Macdonald Planner, 613-545-2113 john.macdonald@ontario.ca	Rockwood House 8 Estate Lane Kingston, ON K7M 9A8
	<i>Western Region (Essex, L. Erie, Saugeen-Grey Sauble-Northern-Bruce-Peninsula, Thames)</i> Marion-Frances Cabral Planner, 519-873-4769 marion-frances.cabral@ontario.ca	2nd Floor, 659 Exeter Rd London, ON N6E 1L3
	<i>Northern Region – Sudbury (Mattagami, North Bay, SSM, Sudbury)</i> Cara Holtby Planner, 705-564-6859 cara.holtby@ontario.ca	Suite 401, 159 Cedar St Sudbury, ON P3E 6A5

Ministry of the Environment, Conservation, and Parks
Source Protection Programs Branch

Implementing Body	Contact(s)	Contact Address
	<p><i>Northern Region – Thunder Bay (Lakehead)</i> Andrew Carr Planner, 807-475-1665 andrew.carr@ontario.ca</p>	<p>Suite 223, 435 James St South Thunder Bay, ON P7E 6S7</p>
<p>MMAH (OGS) Ontario Growth Secretariat</p>	<p>Jeff Thompson Manager, Growth Policy Section, 416-325-6282 jeff.thompson@ontario.ca</p> <p>Asia Pineau Associate, Growth Policy Section, 416-325-1574 Asia.Pineau@ontario.ca</p>	<p>Ontario Growth Secretariat Growth Policy Planning and Analysis Branch College Park, 4th Floor 777 Bay St, Toronto, ON M5G 2E5</p>
<p>MENDM</p>	<p>Grant Karwacki Director, Strategic Policy Division, Corporate Policy Secretariat, 647-292-0903 Grant.Karwacki@ontario.ca</p> <p>Kevin McLean Manager, Strategic Policy Division, Corporate Policy Secretariat, 416-371-3236 kevin.mclean@ontario.ca</p>	<p>Ministry of Energy, Northern Development and Mines, Corporate Policy Secretariat Whitney Block, 5th Floor, 99 Wellesley Street West Toronto, ON M7A 1W3</p>
<p>Environment and Climate Change Canada</p>	<p>Carla Torchia Manager, Great Lakes Environment Office 416-739-5991 carla.torchia@canada.ca</p>	<p>Environment and Climate Change Canada Great Lakes Environment Office 4905 Dufferin Street, Office 2S423 Toronto, ON M3H 5T4</p>
<p>Transport Canada</p>	<p>Ben Smith Environmental Officer, 416-952-0487 benjamin.smith@tc.gc.ca</p>	<p>Transport Canada, Ontario Region 4900 Yonge Street Toronto, ON M2N 6A5</p>
<p>Ontario Energy Board</p>	<p>Zora Crnojacki Project Advisor, 416-440-8104 Zora.crnojacki@oeb.ca</p>	<p>Ontario Energy Board, Applications and Regulatory Audit, PO Box 2319, 2300 Young Street, Suite 2700, Toronto, ON M4P 1E4</p>
<p>Canada Energy Regulator</p>	<p>Anastassia Manuilova Director, 403-473-8907 Anastassia.Manuilova@cer-rec.gc.ca</p>	<p>Canada Energy Regulator, Research and Innovation, System Operations, Suite 210, 517 Tenth Avenue SW, Calgary, AB T2R 0A8</p>

APPENDIX C: Supplemental Items to Facilitate Ministry’s Review
October 2019

The descriptive information in this table is used to support the ministry’s analysis and recommendations to senior management. Staff consider the changes in size and number of properties or owners in the updated vulnerable areas where significant threats can occur (i.e. WHPA A-C, IPZs scoring 8 or higher, and ICAs). We understand that this information may be described in the assessment report; however, if this can be pulled out and submitted prior or with the final submission package under folder “07, item o” as described in *Appendix D*, that would be very helpful. Please include separate rows for each changing Wellhead Protection Area (WHPA), Intake Protection Zone (IPZ) or Issues Contributing Area (ICA), and you are welcome to include additional supporting information to assist the ministry in understanding the extent and potential impact of the revisions. The level of effort for completing this information should not be disproportionate to the value of the information provided; therefore, for complex submissions with multiple revised WHPAs/IPZs, we will work with you to determine an alternative approach.

Total surface area of SPR	km ²		
Mix and proportion of land uses within each revised WHPAs/IPZs, and any ICAs (estimated % using maps is sufficient)	<input type="checkbox"/> Residential	-----	%
	<input type="checkbox"/> Rural	-----	%
	<input type="checkbox"/> Agricultural	-----	%
	<input type="checkbox"/> Commercial	-----	%
	<input type="checkbox"/> Industrial	-----	%
Area, property and significant threat details – please provide separate rows for each revised WHPA, IPZ or ICA	Original	Amended OR	Change between Original and Amended
Surface area of WHPA A-C, IPZs scoring 8 or higher, and any ICAs	km ²	km ²	km ²
Approx. number of properties / parcels in WHPA A-C, IPZ scoring 8 or higher, and any ICAs, as well as the types and number of significant threats in these areas			
Surface area of WHPA/IPZ scoring 10, and any ICAs	km ²	km ²	km ²
Approx. number of properties / parcels in WHPA/IPZ scoring 10, and any ICAs, as well as the types of significant in these areas			

APPENDIX D: Submission Requirements for Assessment Report and Plan Revisions
October 2019

The submission of assessment report (including technical studies) and plan revisions should include only electronic copies (no paper copies are required) of the items listed below and be provided on a USB key or by electronic file transfer. The revised information should be provided in both PDF and Microsoft Word formats. One set of documents should have the proposed amendments clearly marked (for example, a “change document,” such as tracked changes or with the changes highlighted); and one set of documents would be the “clean” version of the technical and policy documents. Below is an outline of the components associated with the submission package, including necessary supporting documents.

1. Revised assessment report (including technical studies) and/or policies (both change document and clean versions);
2. Revised explanatory document (both change document and clean versions);
3. Cover letter from the SPA⁵ in the geographic area affected by the amendments. Include any comments the SPA(s) wants to include about the amendments, as well as a brief summary of the amendments and outlining if policies have changed or not;
4. Copies of municipal council resolutions related to the amendments (required from municipalities in geographic areas affected by the amendments made under s.34 of the Clean Water Act);
5. Comments received by the SPA/SPC during consultation;
6. Summary of any unresolved First Nation or municipal concerns;
7. Supporting documents necessary for plan review, including:
 - a. A sample of early engagement letters (optional) sent to persons or bodies engaged in significant threats related to the amended technical or policy work, municipalities or implementing bodies;
 - b. A sample of the letter sent to the municipal clerk(s) regarding the proposed amendments;
 - c. A sample of the letters sent to persons or bodies responsible for implementing policies which meets the intent for “pre-consultation” notices;
 - d. A sample of the internet posting of the amended technical or policy work;
 - e. A sample of newspaper notices for the amended technical or policy work;
 - f. A sample of the notices sent to persons engaged in significant drinking water threats affected by the amended technical or policy work;
 - g. A sample of the notices for chiefs of bands, if applicable;
 - h. A sample of any notification letters sent to other persons or bodies that may not be impacted directly by the amendments but have a strong interest in the changes that were made, if applicable (eg, involved in the development or implementation of a remedial action plan (RAP) or lakewide management plan (LAMP));
 - i. A summary of notification dates and the consultation periods related to various notices issued throughout the process. In relation to the publication period, please include the name of publications used and geographic area served;
 - j. Mailing lists for all parties that received notices (including early engagement, pre-consultation and public posting of amended technical work and/or policies). A complete list of names and their associations, where applicable, without mailing addresses is sufficient;

⁵ Depending on local work arrangements among SPAs within a source protection region, the lead SPA may submit the cover letter on behalf of all SPAs in the region. Alternatively, each SPA may provide their own letter.

- k. If applicable, the dates, locations and number of public meetings held;
 - l. An analysis of any outstanding stakeholder concerns or issues raised about the amended technical work and/or policies during consultation. The summary of concerns should be organized by topic and should include a detailed response to each issue and an explanation of how the concern was addressed, any relevant previous comments (e.g. from pre-consultation), or why a topic was considered out of scope;
 - m. A one-page summary of changes to your source protection plan at the front end of the assessment report and plan when the amendment is submitted (this will help summarize for the reader what has changed);
 - n. Consideration of the timeline for conformity as it relates specifically to Prescribed Instruments (PI) and Risk Management Plans (RMP) affecting existing drinking water threats. Will the timeline remain the same as previously stated in the plan (e.g, within 3 years of the amendments taking affect) or will conformity with PI and RMP policies be tied to a new timeline?
 - o. Supplemental items to facilitate review (see **Appendix C** for complete list).
8. Water quality and quantity vulnerability area mapping data. You must provide us with the electronic data for all revised vulnerable areas as well as any related *.pdf (static) vulnerable area maps. A complete feature class(es) for the entire source protection area, integrating the new addition(s) or deletion(s) of vulnerable area mapping areas, must also be submitted. There is no need to submit a feature class where no changes have been undertaken. Spatial data should be submitted in a geodatabase format, in feature classes projected as “WGS84_Web Auxiliary (Sphere)” in accordance with the Director Approved Physical and Logical Data Models provided by the Source Protection Programs Branch. Templates can be provided to new SPA staff not familiar with the feature classes.

Please see below for a list of the folders and subfolders to be included on the USB key or file transfer.

Please submit USB keys to the Source Protection Programs Branch using the address below.

Director, Source Protection Programs Branch
Ministry of the Environment, Conservation and Parks
40 St. Clair, Avenue West, 14th Floor
Toronto, ON M4K 1M2

Electronic file transfers can be sent to source.protection@ontario.ca

Folders for electronic submission of the Revised Assessment Reports and Plans

01_Revised assessment report (incl. technical studies) and plan

- *include both a clean version and a version illustrating changes since the most recent approval, and any summary documents that were used for consultation.*
- *revised plan should include updated maps that were changed as a result of technical work.*
- *copy of technical studies to support of revisions*

02_Revised explanatory document

- *include both a clean version and a version illustrating changes since the immediately preceding approval.*

03_SPA cover letter and comments

04_Municipal council resolutions

05_Comments received during consultation

06_Unresolved municipal or FN concerns

07_Supporting documents

- a_Sample early engagement letters (optional - to persons engaged in significant drinking water threats, municipalities, or implementing bodies)
- b_Sample notice municipal clerks
- c_Sample notice pre-consultation
- d_Sample internet posting
- e_Sample newspaper notice revised AR and SPP
- f_Sample persons engaged notice
- g_Sample chiefs of bands notice
- h_Sample letters to other persons or bodies
- i_Notification dates and comment periods summary
- j_Mailing lists
- k_Public meeting information
- l_Outstanding concerns analysis
- m_One-page summary of changes
- n_Timeline for conformity consideration/analysis
- o_Supplemental items to facilitate review (see **Appendix C** for complete list).

08_Water quality and quantity vulnerability area mapping data