

APPENDIX B

Stakeholders and Study Notifications

B-1 – Notice of Study Commencement

B-2 – Public Information Centre

B-3 – Request for Access to Private Property Notification
Correspondence

B-4 – Notice of Study Completion

First	Last	Title	Agency	Address 1	Address 2	Town	Province	PC
Provincial & Federal Agencies								
Caitlin	Carsaro	EA Officer	Canadian Environmental Assessment Agency	55 St. Clair Avenue, East	Room 907	TORONTO	Ontario	M4T 1M2
Angelique	Magee	Senior Environmental Assessment Officer	Natural Resources Canada Office of Environmental Affairs	580 Booth Street	11th Floor	OTTAWA	Ontario	K1A 0E4
Barbara	Slattery	EA/Planning Co-ordinator	Ministry of Environment and Climate Change West Central Region	119 King Street West	12th Floor	HAMILTON	Ontario	L8P 4Y7
Cameron	Hall	Senior Environmental Officer	Ministry of Environment and Climate Change Guelph District Office	1 Stone Road West	4th Floor	GUELPH	Ontario	N1G 4Y2
		Manager, Class EA's and Declarations Section	Ministry of Environment and Climate Change Environmental Assessment and Approval Branch	2 St. Clair Avenue	Floor 12A	TORONTO	Ontario	M4V 1L5
Rob	Dobos	Head Assessment	Environment Canada	867 Lakeshore Road	P.O. Box 5050	BURLINGTON	Ontario	L7R 4A6
David	Marriott	District Planner Guelph District	Ministry of Natural Resources & Forestry Ontario Government Building	1 Stone Road West		GUELPH	Ontario	N1G 4Y2
Tara	McKenna	District Planner Guelph District	Ministry of Natural Resources & Forestry Ontario Government Building	1 Stone Road West		GUELPH	Ontario	N1G 4Y2
Rose	Whalen	Lands and Water Technical Specialist Guelph District	Ministry of Natural Resources & Forestry Ontario Government Building	1 Stone Road West		GUELPH	Ontario	N1G 4Y2
Doug	Ryan	Engineering Technologist Regional Engineering Services	Ministry of Natural Resources & Forestry	300 Water St	4th Floor S	PETERBOROUGH	Ontario	K9J 8M5
Bruce	Curtis	Manager Community Planning and Development	Ministry of Municipal Affairs and Housing Exeter Road Complex	659 Exeter Road	2nd Floor	LONDON	Ontario	N6E 5L3
		Heritage Planning	Culture Services Unit Programs and Services Branch Culture Division Ministry of Tourism, Culture and Sport	400 Bay Street	Suite 1700	TORONTO	Ontario	M7A 0A7
Honorable Brad	Duguid	Minister of Economic Development, Employment and Infrastructure	Ministry of Economic Development, Employment and Infrastructure	900 Bay Street	8th Floor Hearst Block	TORONTO	Ontario	M7A 2E1
		Regional Environmental Assessment Analyst	Department of Fisheries and Oceans Canada	867 Lakeshore Road		BURLINGTON	Ontario	L7R 4A6
Barry	Putt	Regional Manager, Navigable Waters Protection	Transport Canada - Navigable Waters Protection Office Canadian Coast Guard	100 S Front Street	1st Floor	SARNIA	Ontario	N7T 2M4
Tanya	Cross	Head - Corridor Management	Ministry of Transportation Southwestern Region Exeter Road Complex	659 Exeter Road		LONDON	Ontario	N6E 5L3
Carol	Neumann	Rural Planner	Ministry of Agricultural, Food and Rural Affairs Elora Resource Centre	6484 Wellington Road 7	Unit 10	ELORA	Ontario	N0B 1S0
		The Manager, Consultation Unit Aboriginal Relations & Ministry Partnerships Division	Ministry of Aboriginal Affairs	160 Bloor Street East	9th Floor	TORONTO	Ontario	M7A 2E6
Janet	Townson	Claims Analyst Aboriginal Affairs & Northern Development Canada Research	Indian and Northern Affairs Specific Claims Branch	1310-10 Wellington Street		GATINEAU	Quebec	K1A 0H4
Sean	Darcy	Manager Aboriginal Affairs & Northern Development Canada	Indian and Northern Affairs Assessment and Historical Research	10 Wellington Street		GATINEAU	Quebec	K1A 0H4
Hohahes Leroy	Hill	Secretary to Haudenosaunee Confederacy Chiefs Council	Haudenosaunee Confederacy Chiefs Council	2634 6th Line Road	R.R. #2	OHSWEKEN	Ontario	N0A 1M0
Chief Bryan	LaForme		Mississaugas of the New Credit First Nation	2789 Mississauga Road	R.R. #6	HAGERSVILLE	Ontario	N0A 1H0
Tyler	Slaght	Regulation Officer	Credit Valley Conservation	1255 Old Derry Road		MISSISSAUGA	Ontario	L5N 6R4
Public Interest Groups								
Linda	Heron	Chair linda.heron@rogers.com	Ontario Rivers Alliance 705-866-1677					
Jack	Imhof	Director, Conservation Ecology jimhof@tucanada.org	Trout Unlimited Canada 519-763-0888	27 Woodlawn Road West	Unit 1	GUELPH	Ontario	N1G 1G8
Municipal Agencies								
Gary	Cousins	Director of Planning and Development	County of Wellington	74 Woolwich Street		GUELPH	Ontario	N1H 3T9
Gord	Ough	County Engineer	County of Wellington	74 Woolwich Street		GUELPH	Ontario	N1H 3T9
Kathryn	Ironmonger	Town Manager/CAO	Town of Erin	5684 Trafalgar Road	R.R. #2	HILLSBURGH	Ontario	N0B 1Z0
Dina	Lundy	Clerk	Town of Erin	5684 Trafalgar Road	R.R. #2	HILLSBURGH	Ontario	N0B 1Z0
Other								
Wendy	Dobson	Manager of Transportation	Wellington-Dufferin Student Transportation Services	66 Arrow Road	Unit B	GUELPH	Ontario	N1K 1T4
Utilities								
Tony	Ierullo	Senior Network Management Engineer	Hydro One Networks	483 Bay Street	15th Floor North Tower	TORONTO	Ontario	M5G 2P5

APPENDIX B-1

Notice of Study Commencement

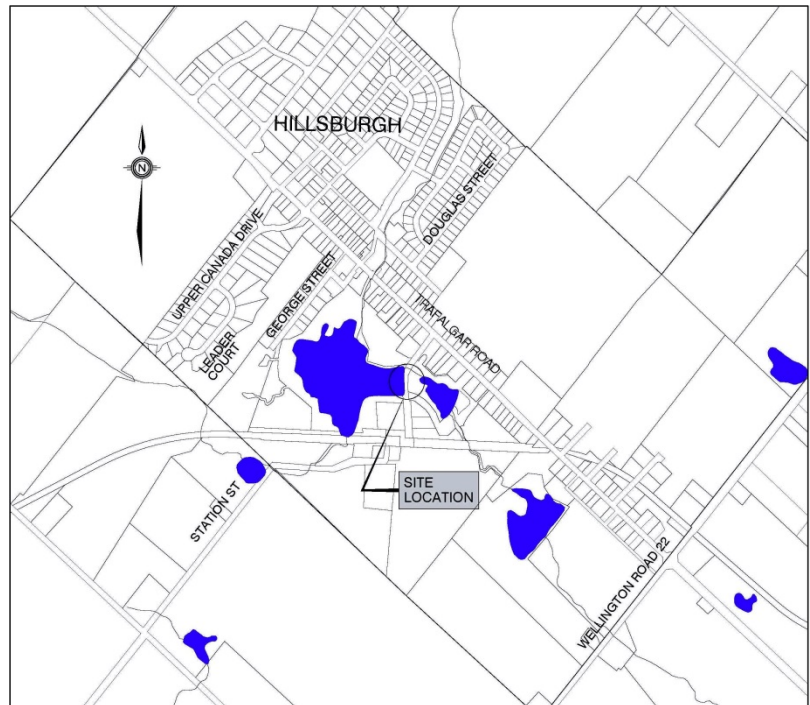


NOTICE OF STUDY COMMENCEMENT

HILLSBURGH DAM AND BRIDGE STATION STREET AT UPPER WEST CREDIT RIVER

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

The Town of Erin has initiated a study to investigate possible long term alternatives to improve the safety of the Hillsburgh Dam and bridge. Both structures are located along Station Street, approximately 150m west of Trafalgar Road, crossing the Upper West Credit River in Hillsburgh. In 2011, the pond's outlet pipe, within the earthen dam, failed and in 2012, emergency repairs were completed to fix the problem. A condition of the regulatory approval for the emergency repairs requires the Town to develop and implement a permanent solution for the dam. In addition, the bridge is nearing the end of its design life and is in need of upgrades to reduce the risk to traffic using the structure. Due to their close proximity and interdependence, the dam and bridge structure will both be evaluated under this study.



The study is being planned under Schedule "B" of the Municipal Class Environmental Assessment (Class EA).

Public input and comment are invited for incorporation into the planning of this project. A project contact list is currently being created. If you wish to be added to the project contact list, provide comments or to request further information, please contact the following:

Larry Van Wyck
Roads Superintendent
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
T (519) 855-4407
E larry.vanwyck@erin.ca

Paul Ziegler, C.E.T
Project Manager
Triton Engineering Services Limited
105 Queen Street West, Unit 14
Fergus, ON N1M 1S6
T (519) 843-3920
E pziegler@tritoneng.on.ca

Project updates will be posted on the Town's website under the following link;
<http://www.erin.ca/Notices/>.

This Notice first issued November 28, 2014.

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

November 27, 2014

Canadian Environmental Assessment Agency
55 St. Clair Avenue East
Room 907
TORONTO, Ontario
M4T 1M2

ATTENTION: Caitlin Carsaro
EA Officer

RE: TOWN OF ERIN
HILLSBURGH DAM AND BRIDGE CLASS EA
NOTICE OF STUDY COMMENCEMENT
OUR FILE: A4685E

Dear Madam:

The Town of Erin has initiated a study to investigate possible long term alternatives to improve the safety of the Hillsburgh Dam and bridge, located in Hillsburgh, Ontario. A copy of the project's Notice of Study Commencement is attached for your reference. The project problem statement is as follows:

The Hillsburgh Dam, its pond and associated bridge (Structure 2064) are historical landmarks in the community of Hillsburgh. In 2011, the pond's outlet pipe, within the earthen dam structure, failed. Structural and hydrotechnical reviews concluded that the dam structure does not meet minimum safety criteria and therefore, it is at an unacceptably high likelihood of failure. In the event of a dam failure, there is a potential for loss of life and appreciable downstream property damage. In 2012, emergency repairs were completed to mitigate the outlet pipe failure. The regulatory approval, under the Lakes and Rivers Improvement Act, for the emergency repairs requires the Town of Erin to develop and implement a permanent solution for the dam. In addition, the bridge is nearing the end of its design life and is in need of upgrades to reduce the risk to traffic using the structure. Due to their close proximity and interdependence, the dam and bridge structure will both be evaluated under this Class EA. This project is being undertaken to ensure the long term safety of the dam and bridge with due consideration for the natural environment and the interests of various stakeholders within the community.



The study is being conducted in accordance with the requirements of a Schedule "B" project under the Municipal Class Environmental Assessment (Class EA) process. As part of the Class EA, the Town will be completing an inventory of existing environmental conditions of the area surrounding the project location. The following studies are proposed to assist with the evaluation of viable alternatives to resolve the identified problems; natural heritage, cultural heritage, archaeological, geomorphological and hydrogeological. If needed, supplemental geotechnical and hydrotechnical studies will be completed.

The project is located along the Upper West Credit River and within the West Credit River Wetland Complex. A warm water fishery exists through the dam's pond. Cold water fisheries exist above and below the pond. Please refer to the attached figure which shows the surrounding natural features of the Hillsburgh Dam, its associated pond and the adjacent bridge.

At this time, the Town would appreciate preliminary comments regarding this project so that all features and constraints are identified early in the project. If you require any additional information or have any questions, please contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED



Paul Ziegler, C.E.T.

Encl.

cc: Larry Van Wyck, Roads Superintendent, Town of Erin
Kathryn Ironmonger, CAO, Town of Erin

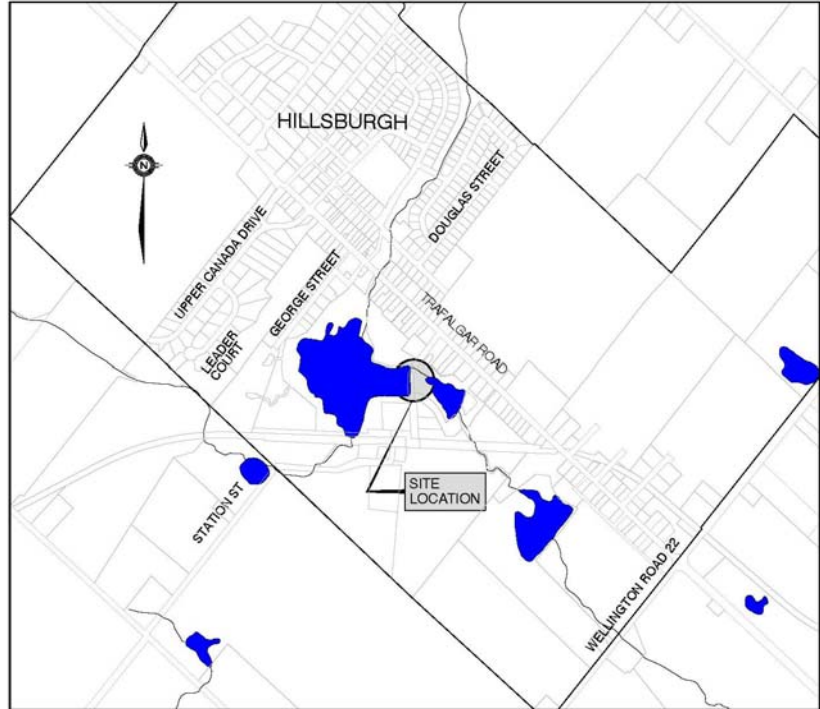


NOTICE OF STUDY COMMENCEMENT

HILLSBURGH DAM AND BRIDGE STATION STREET AT UPPER WEST CREDIT RIVER

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

The Town of Erin has initiated a study to investigate possible long term alternatives to improve the safety of the Hillsburgh Dam and bridge. Both structures are located along Station Street, approximately 150m west of Trafalgar Road, crossing the Upper West Credit River in Hillsburgh. In 2011, the pond's outlet pipe, within the earthen dam, failed and in 2012, emergency repairs were completed to fix the problem. A condition of the regulatory approval for the emergency repairs requires the Town to develop and implement a permanent solution for the dam. In addition, the bridge is nearing the end of its design life and is in need of upgrades to reduce the risk to traffic using the structure. Due to their close proximity and interdependence, the dam and bridge structure will both be evaluated under this study.



The study is being planned under Schedule "B" of the Municipal Class Environmental Assessment (Class EA).

Public input and comment are invited for incorporation into the planning of this project. A project contact list is currently being created. If you wish to be added to the project contact list, provide comments or to request further information, please contact the following:

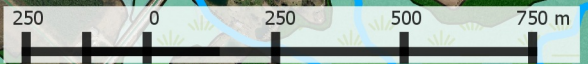
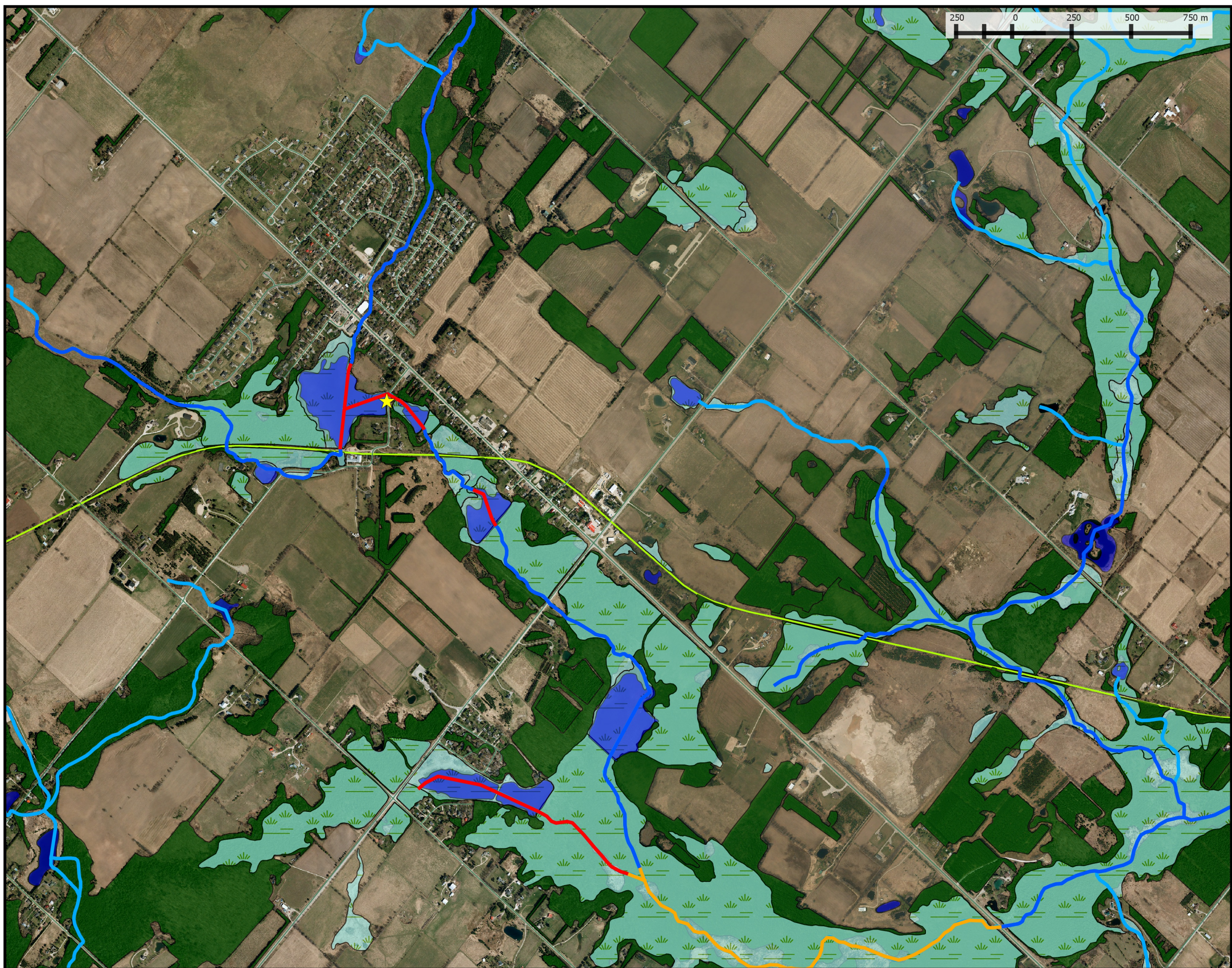
Larry Van Wyck
Roads Superintendent
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
T (519) 855-4407
E larry.vanwyck@erin.ca

Paul Ziegler, C.E.T
Project Manager
Triton Engineering Services Limited
105 Queen Street West, Unit 14
Fergus, ON N1M 1S6
T (519) 843-3920
E pziegler@tritoneng.on.ca

Project updates will be posted on the Town's website under the following link;
<http://www.erin.ca/Notices/>.

This Notice first issued November 28, 2014.

Dina Lundy
Clerk
Town of Erin



Legend

- Hillsburgh Dam
- West Credit River Wetland Complex
- Wooded Area
- Waterbodies
- Watercourses
- County Trails

Fish Communities

- Cold water
- Cool water
- Warm water

Information Sources:

1. Wetland boundaries accessed from Land Information Ontario
Data accessed October 15, 2014
2. Waterbodies, Watercourses, and County Trails provided by Wellington County
Date: October 2, 2014
3. Fish Sampling Location provided by Credit Valley Conservation
Date: October 29, 2014
4. Fish Communities recreated from the Erin Service and Settlement Master Plan
Date: November 14, 2014



ABOUT & ASSOCIATES INC.
 Consulting Arborists • Ecologists • Landscape Designers
 591 Woolwich Street • Guelph • Ontario • Canada • N1H 3Y5
 T: 519.822.6839 • F: 519.822.4052 • info@aboutfng.com • www.aboutfng.com

Title: Existing Natural Features
 Project: Hillsburgh Dam
 Municipal Class EA



Date: November 18, 2014
 Scale: 1:15000
 Project:



**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

November 26, 2014



RE: TOWN OF ERIN
HILLSBURGH DAM AND BRIDGE CLASS EA
NOTICE OF STUDY COMMENCEMENT
OUR FILE: A4685E

Dear 

The Town of Erin has initiated a study to investigate possible long term alternatives to improve the safety of the Hillsburgh Dam and bridge. A copy of the project's Notice of Study Commencement is attached for your reference. The project problem statement is as follows:

The Hillsburgh Dam, its pond and associated bridge (Structure 2064) are historical landmarks in the community of Hillsburgh. In 2011, the pond's outlet pipe, within the earthen dam structure, failed. Structural and hydrotechnical reviews concluded that the dam structure does not meet minimum safety criteria and therefore, it is at an unacceptably high likelihood of failure. In the event of a dam failure, there is a potential for loss of life and appreciable downstream property damage. In 2012, emergency repairs were completed to mitigate the outlet pipe failure. The regulatory approval, under the Lakes and Rivers Improvement Act, for the emergency repairs requires the Town of Erin to develop and implement a permanent solution for the dam. In addition, the bridge is nearing the end of its design life and is in need of upgrades to reduce the risk to traffic using the structure. Due to their close proximity and interdependence, the dam and bridge structure will both be evaluated under this Class EA. This project is being undertaken to ensure the long term safety of the dam and bridge with due consideration for the natural environment and the interests of various stakeholders within the community.



The study is being conducted in accordance with the requirements of a Schedule "B" project under the Municipal Class Environmental Assessment (Class EA) process. Public input and comment are invited for incorporation into the planning of this project. If you wish to provide comments or would like additional information, please contact the following:

Larry Van Wyck
Roads Superintendent
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
T (519) 855-4407
E larry.vanwyck@erin.ca

Paul Ziegler, C.E.T
Project Manager
Triton Engineering Services Limited
105 Queen Street West, Unit 14
Fergus, ON N1M 1S6
T (519) 843-3920
E pziegler@tritoneng.on.ca

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED



for Paul Ziegler, C.E.T.

Encl.

cc: Larry Van Wyck, Roads Superintendent, Town of Erin
Kathryn Ironmonger, CAO, Town of Erin



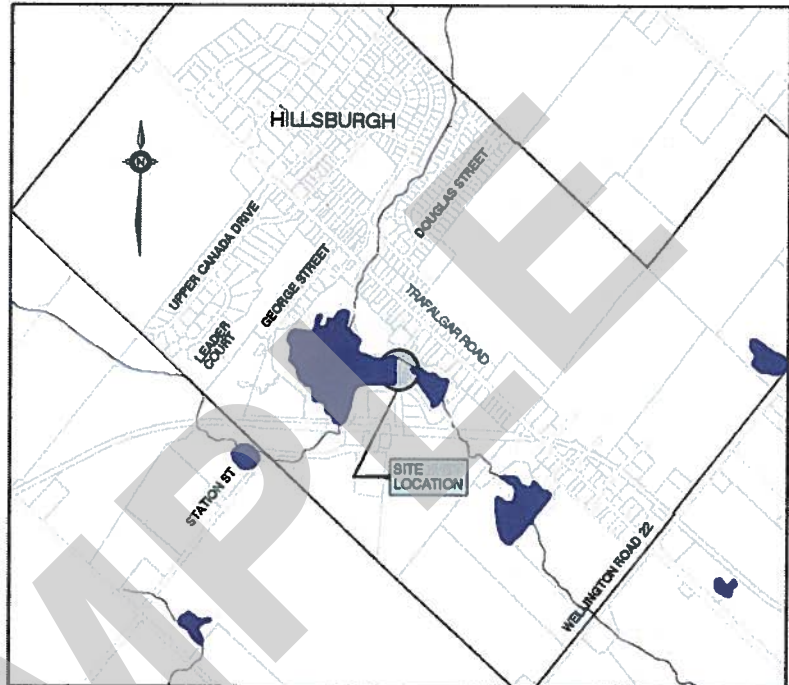


NOTICE OF STUDY COMMENCEMENT

HILLSBURGH DAM AND BRIDGE STATION STREET AT UPPER WEST CREDIT RIVER

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

The Town of Erin has initiated a study to investigate possible long term alternatives to improve the safety of the Hillsburgh Dam and bridge. Both structures are located along Station Street, approximately 150m west of Trafalgar Road, crossing the Upper West Credit River in Hillsburgh. In 2011, the pond's outlet pipe, within the earthen dam, failed and in 2012, emergency repairs were completed to fix the problem. A condition of the regulatory approval for the emergency repairs requires the Town to develop and implement a permanent solution for the dam. In addition, the bridge is nearing the end of its design life and is in need of upgrades to reduce the risk to traffic using the structure. Due to their close proximity and interdependence, the dam and bridge structure will both be evaluated under this study.



The study is being planned under Schedule "B" of the Municipal Class Environmental Assessment (Class EA).

Public input and comment are invited for incorporation into the planning of this project. A project contact list is currently being created. If you wish to be added to the project contact list, provide comments or to request further information, please contact the following:

Larry Van Wyck
Roads Superintendent
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
T (519) 855-4407
E larry.vanwyck@erin.ca

Paul Ziegler, C.E.T
Project Manager
Triton Engineering Services Limited
105 Queen Street West, Unit 14
Fergus, ON N1M 1S6
T (519) 843-3920
E pziegler@tritoneng.on.ca

Project updates will be posted on the Town's website under the following link;
<http://www.erin.ca/Notices/>.

This Notice first issued November 28, 2014.

Dina Lundy
Clerk
Town of Erin

TOWN OF ERIN

5684 Trafalgar Road, RR #2
Hillsburgh, Ontario N0B 1Z0
www.erin.ca



Roads Department

Tel: (519) 855-4407
Fax: (519) 855-4281
Email: roads@erin.ca

November 26, 2014

[REDACTED]

RE: TOWN OF ERIN
HILLSBURGH DAM AND BRIDGE CLASS EA
NOTICE OF STUDY COMMENCEMENT
REQUEST FOR PROJECT INVOLVEMENT

Dear [REDACTED]

The Town of Erin has initiated a study to investigate possible long term alternatives to improve the safety of the Hillsburgh Dam and bridge. A copy of the project's Notice of Study Commencement is attached for your reference. The project problem statement is as follows:

The Hillsburgh Dam, its pond and associated bridge (Structure 2064) are historical landmarks in the community of Hillsburgh. In 2011, the pond's outlet pipe, within the earthen dam structure, failed. Structural and hydrotechnical reviews concluded that the dam structure does not meet minimum safety criteria and therefore, it is at an unacceptably high likelihood of failure. In the event of a dam failure, there is a potential for loss of life and appreciable downstream property damage. In 2012, emergency repairs were completed to mitigate the outlet pipe failure. The regulatory approval, under the Lakes and Rivers Improvement Act, for the emergency repairs requires the Town of Erin to develop and implement a permanent solution for the dam. In addition, the bridge is nearing the end of its design life and is in need of upgrades to reduce the risk to traffic using the structure. Due to their close proximity and interdependence, the dam and bridge structure will both be evaluated under this Class EA. This project is being undertaken to ensure the long term safety of the dam and bridge with due consideration for the natural environment and the interests of various stakeholders within the community.

The study is being conducted in accordance with the requirements of a Schedule "B" project under the Municipal Class Environmental Assessment (Class EA) process. The Class EA requires the Town to complete an inventory of existing environmental conditions of the area surrounding the project location.

This will assist with the evaluation of viable alternatives to resolve the identified problems. To complete this task, on-site field investigations are required. These investigations are typically visual in nature and would involve people walking around the property and utilizing a boat to access the pond above and below the dam. At this time, the Town would like to ask your permission for access to your property to complete the necessary investigations. In addition, as an adjacent land owner, the Town would like to invite you to be a member of the Liaison Committee for the project to ensure that you are kept informed of the development of the project as it progresses.

The Town values your opinion and would appreciate your assistance to ensure the successful completion of this project. We would appreciate hearing from you regarding the above before the middle of December.

If you have any questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink that reads "Larry VanWyck". The signature is written in a cursive, flowing style.

Larry VanWyck
Roads Superintendent
Town of Erin

Encl.

cc: Kathryn Ironmonger, CAO, Town of Erin

APPENDIX B-2

Public Information Centre

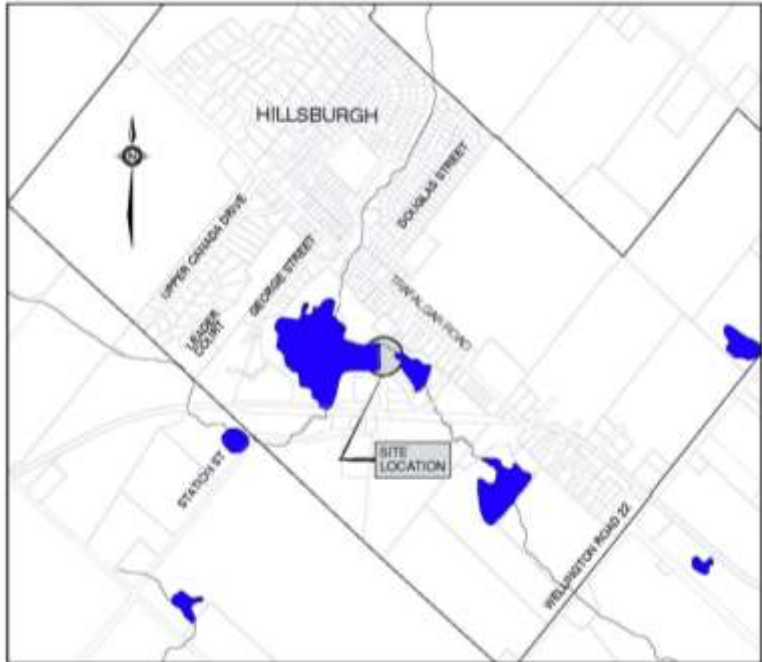


NOTICE OF PUBLIC INFORMATION CENTRE

HILLSBURGH DAM AND BRIDGE STATION STREET AT UPPER WEST CREDIT RIVER

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

The Town of Erin is holding a **Public Information Centre** for the Hillsburgh Dam and Bridge located along Station Street, approximately 150m west of Trafalgar Road, crossing the Upper West Credit River in Hillsburgh. In 2011, the pond's outlet pipe, within the earthen dam, failed and in 2012, emergency repairs were completed to fix the problem. A condition of the regulatory approval for the emergency repairs requires the Town to develop and implement a permanent solution for the dam. In addition, the bridge is nearing the end of its design life and is in need of upgrades to reduce the risk to traffic using the structure. The Town has initiated a Municipal Class Environmental Assessment to review options and identify the preferred alternatives to address both the deterioration of the bridge and a permanent solution for the dam.



The Process

This Environmental Assessment is being conducted as a Schedule B project in accordance with the "Municipal Class Environmental Assessment" (Municipal Engineers Association, October 2000, as amended in 2007 and 2011) which is an approved process under the Ontario Environmental Assessment Act. The Class Environmental Assessment process includes public and agency consultation; an evaluation of alternative solutions to address the problem; an assessment of potential environmental effects of the proposed improvements; and identification of reasonable measures to mitigate any potential adverse impacts.

Opportunity to Participate

Information presented at the Public Information Centre will include the existing natural conditions, cultural-heritage significance, evaluation of alternatives and a preliminary recommended alternative. The Public Information Centre is scheduled for:

Thursday, May 19th, 2016
6:30 pm – 8:30 pm

Town of Erin Head Office
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0

Public input and comment are invited for incorporation into the planning of this project. You are encouraged to attend the Public Information Centre and provide your comments which will be included in this study. Comments received will be considered in finalizing the selection of the preferred alternative and identifying the appropriate mitigation measures.

For more Information

If you have any questions or comments, or wish to be added to the project mailing list, please contact one of our study team members:

Kathryn Ironmonger
CAO/Town Manager
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
T (519) 855-4407
E kathryn.ironmonger@erin.ca

Paul Ziegler, C.E.T
Project Manager
Triton Engineering Services Limited
105 Queen Street West, Unit 14
Fergus, ON N1M 1S6
T (519) 843-3920
E pziegler@tritoneng.on.ca

This Notice first issued 29th day of April, 2016.



TOWN OF ERIN

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT HILLSBURGH DAM AND BRIDGE STATION STREET AT UPPER WEST CREDIT RIVER

NOTICE OF PUBLIC INFORMATION CENTRE

The Town of Erin is holding a Public Information Centre concerning the Hillsburgh Dam and Bridge located along Station Street, approximately 150 m west of Trafalgar Road, crossing the Upper West Credit River in Hillsburgh. The project is being planned as a Schedule 'B' undertaking following the requirements of the Municipal Class Environmental Assessment process. Please refer to the attached Notice for further project details and the time and location of the Public Information Centre.

The attached Notice has been placed in the Erin Advocate and Wellington Advertiser newspapers as well as, the Town of Erin website – www.erin.ca

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

Sincerely,

A handwritten signature in blue ink, appearing to read "P. Ziegler".

Paul Ziegler, C.E.T.
Triton Engineering Services Limited
(519) 843-3920 Ext. 231 (Phone)
(519) 843-1943 (Fax)
pziegler@tritoneng.on.ca

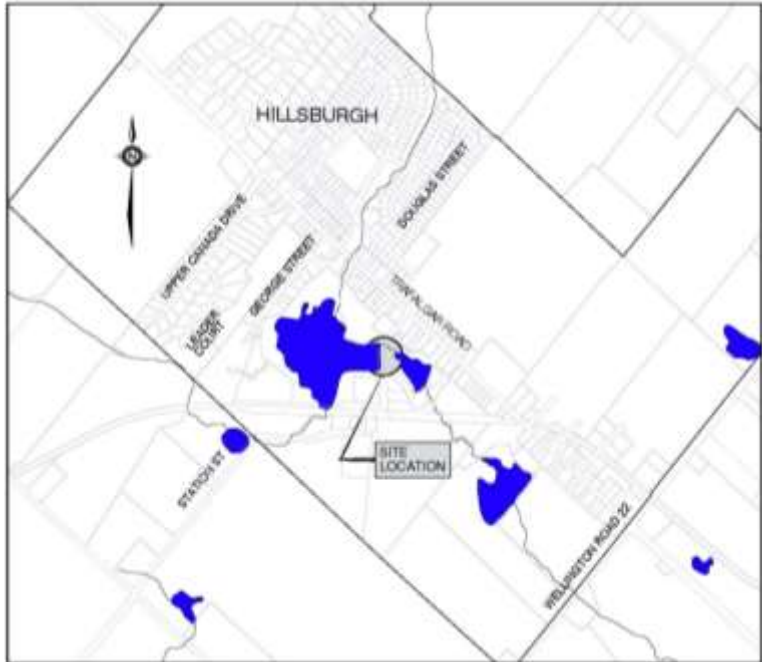


NOTICE OF PUBLIC INFORMATION CENTRE

HILLSBURGH DAM AND BRIDGE STATION STREET AT UPPER WEST CREDIT RIVER

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

The Town of Erin is holding a **Public Information Centre** for the Hillsburgh Dam and Bridge located along Station Street, approximately 150m west of Trafalgar Road, crossing the Upper West Credit River in Hillsburgh. In 2011, the pond's outlet pipe, within the earthen dam, failed and in 2012, emergency repairs were completed to fix the problem. A condition of the regulatory approval for the emergency repairs requires the Town to develop and implement a permanent solution for the dam. In addition, the bridge is nearing the end of its design life and is in need of upgrades to reduce the risk to traffic using the structure. The Town has initiated a Municipal Class Environmental Assessment to review options and identify the preferred alternatives to address both the deterioration of the bridge and a permanent solution for the dam.



The Process

This Environmental Assessment is being conducted as a Schedule B project in accordance with the "Municipal Class Environmental Assessment" (Municipal Engineers Association, October 2000, as amended in 2007 and 2011) which is an approved process under the Ontario Environmental Assessment Act. The Class Environmental Assessment process includes public and agency consultation; an evaluation of alternative solutions to address the problem; an assessment of potential environmental effects of the proposed improvements; and identification of reasonable measures to mitigate any potential adverse impacts.

Opportunity to Participate

Information presented at the Public Information Centre will include the existing natural conditions, cultural-heritage significance, evaluation of alternatives and a preliminary recommended alternative. The Public Information Centre is scheduled for:

Thursday, May 19th, 2016
6:30 pm – 8:30 pm

Town of Erin Head Office
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0

Public input and comment are invited for incorporation into the planning of this project. You are encouraged to attend the Public Information Centre and provide your comments which will be included in this study. Comments received will be considered in finalizing the selection of the preferred alternative and identifying the appropriate mitigation measures.

For more Information

If you have any questions or comments, or wish to be added to the project mailing list, please contact one of our study team members:

Kathryn Ironmonger
CAO/Town Manager
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
T (519) 855-4407

E kathryn.ironmonger@erin.ca

Paul Ziegler, C.E.T
Project Manager
Triton Engineering Services Limited
105 Queen Street West, Unit 14
Fergus, ON N1M 1S6
T (519) 843-3920

E pziegler@tritoneng.on.ca

This Notice first issued 29th day of April, 2016.

APPENDIX B-3

Request for Access to Private Property Notification Correspondence



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

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

February 6, 2015

RE: TOWN OF ERIN
HILLSBURGH DAM AND BRIDGE CLASS EA
REQUEST FOR ACCESS TO PRIVATE PROPERTY

Further to the Notice of Study Commencement for the above noted project, issued on November 28, 2014, the Town's consultants are scheduling to proceed with the necessary environmental investigations within the attached study area.

As part of the Class EA requirements, the Town is to complete an inventory of existing environmental conditions for the area surrounding the project location. This will assist with the evaluation of viable alternatives to resolve the identified problems. To complete this task, on-site field investigations are required. These investigations are typically visual in nature and would involve people walking around properties within the study area, and will be ongoing throughout the Class EA process. As your property lies within this study area, the purpose of this letter is to seek your permission to access your property, if required, to conduct these necessary investigations.

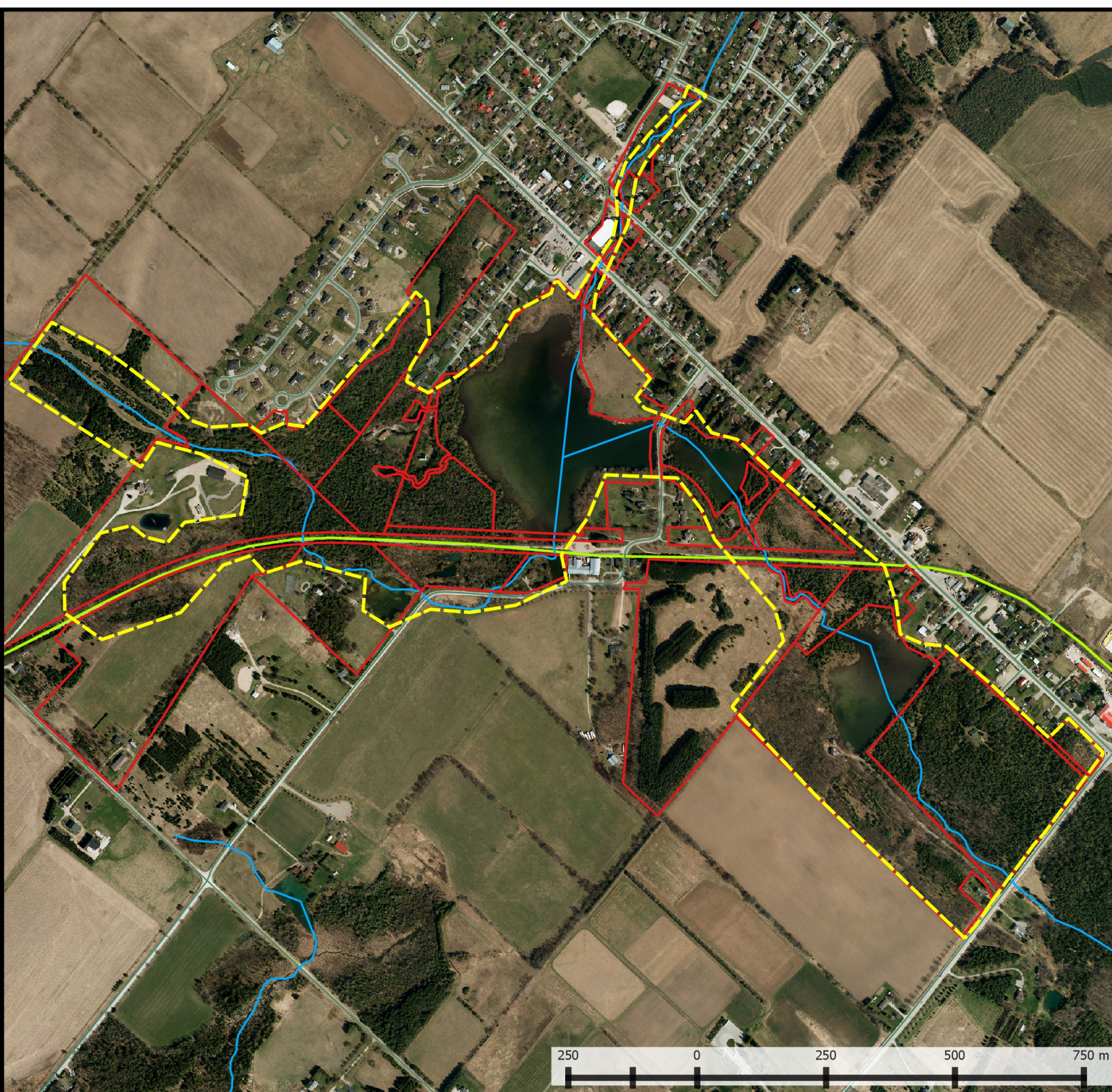
Please fill out the attached form and return it to Triton Engineering Services using the self-addressed and stamped envelope or email permissions to cclark@tritoneng.on.ca or drop off at the Town of Erin office, 5684 Trafalgar Road, Hillsburgh. **We will assume that homeowners of letters not returned by February 18th, 2015, do not wish to grant permission for access to their property.**

If you have any questions, please do not hesitate to contact Paul Ziegler or Chris Clark at Triton Engineering Services Limited, 105 Queen Street West, Unit 14, Fergus, Ontario, 519-843-3920.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

Chris Clark, M.A.Sc., E.I.T.



Legend

- Study Area
- Erin Parcel Fabric**
- In Study Area

Information Sources:
 1. Wetland boundaries accessed from Land Information Ontario
 Data accessed October 15, 2014
 2. Waterbodies, Watercourses, and County Trails provided by Wellington County
 Date: October 2, 2014
 3. Fish Communities recreated from the Erin Service and Settlement Master Plan
 Date: November 14, 2014



ABOUT & ASSOCIATES INC.
 Consulting Arborists • Ecologists • Landscape Designers
 591 Woolwich Street • Guelph • Ontario • Canada • N1H 3Y5
 T: 519.822.6839 • F: 519.822.4052 • info@aboutding.com • www.aboutding.com

Title: Existing Natural Features
 Project: Hillsburgh Dam
 Municipal Class EA



Date: December 8, 2014
 Scale: 1:10000
 Project:



APPROVAL FOR ACCESS TO PRIVATE PROPERTY
HILLSBURGH DAM AND BRIDGE CLASS EA

Property Owner's Name: _____

Address: _____

Telephone Number: _____

Email: _____

I do not grant permission for consultants with the Town of Erin to access my property to conduct the necessary studies for the above project

I hereby grant permission for consultants with the Town of Erin to access my property to conduct the necessary studies for the above project.

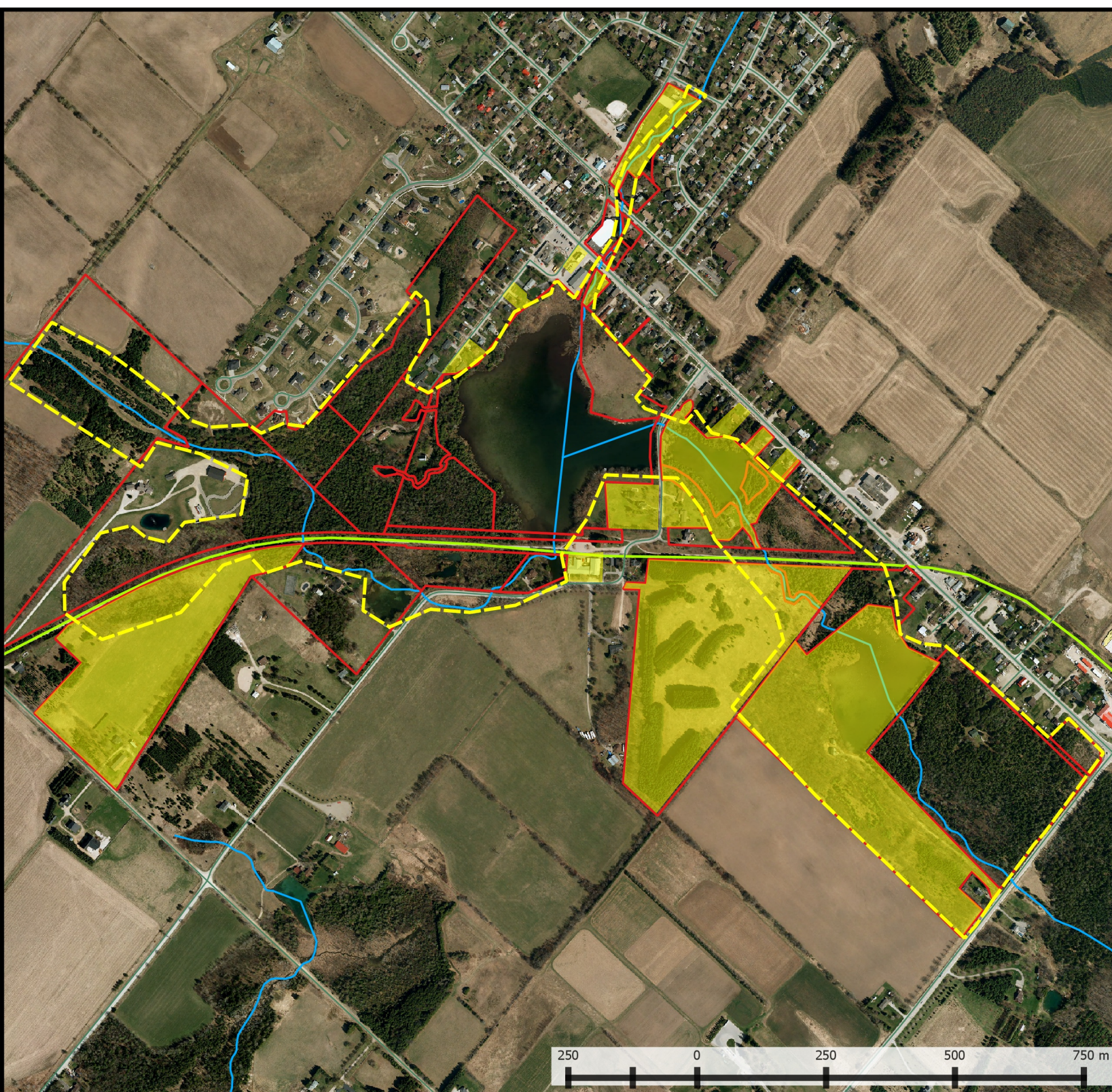
Signature: _____

Name (*please print*): _____

Date: _____

Address 1	Town	Permission	Special Requests
100 Main Street	HILLSBURGH	YES Written Response	
98A Trafalgar Road	HILLSBURGH	no response	
19 George Street	HILLSBURGH	no response	
3 Station Street	HILLSBURGH	no response	
9 Station Street	HILLSBURGH	YES Written Response	provided additional info
96 Trafalgar Road	HILLSBURGH	YES Written Response	
29 George Street	HILLSBURGH	no response	
16 George Street	HILLSBURGH	YES Written Response	
14 George Street	HILLSBURGH	YES Written Response	Would like notice of onsite work
12 George Street	HILLSBURGH	NO Written Response	
10 George Street	HILLSBURGH	no response	
6 George Street	HILLSBURGH	no response	
2 George Street	HILLSBURGH	no response	
5901 Sixth Line	HILLSBURGH	no response	
18 George Street	HILLSBURGH	no response	
Roll No. 231600009187000000	HILLSBURGH	NO per Lawyer	
31 George Street	HILLSBURGH	no response	
43 Leader Court	HILLSBURGH	no response	

Address 1	Town	Permission	Special Requests
19 George Street	HILLSBURGH	no response	
4 George Street	HILLSBURGH	YES Verbal Response	Verbal Conservation with Property Owner over telephone
15 Station Street	HILLSBURGH	YES Written Response	
17 Station Street	HILLSBURGH	no response	
9342 Station Street	HILLSBURGH	NO Written Response	
Roll No. 2316000009192000000	HILLSBURGH	YES Written Response	Would like to receive information gathered before reported
12 Station Street	HILLSBURGH	no response	
66 Trafalgar Road	HILLSBURGH	YES Verbal Response	
58A/64 Trafalgar	HILLSBURGH	YES Written Response	
60 Trafalgar Road	HILLSBURGH	YES Written Response	Would like notice of onsite work
10 Station Street	HILLSBURGH	no response	
8 Station Street	HILLSBURGH	YES Written Response	
6 Station Street	HILLSBURGH	YES Written Response	
9366 Wellington Road 22	HILLSBURGH	YES Written Response	
38 Trafalgar Road		no response	
5881 Sixth Line	HILLSBURGH	YES Written Response	Verbal Conservation with Property Owner over telephone
11 Mill Street	HILLSBURGH	YES Written Response	



Legend

- Study Area
- Erin Parcel Fabric

Accessible Properties
Based on Letter of
Consent

- Information Sources:
1. Wetland boundaries accessed from Land Information Ontario
Data accessed October 15, 2014
 2. Waterbodies, Watercourses, and County Trails provided by Wellington County
Date: October 2, 2014
 3. Fish Communities recreated from the Erin Service and Settlement Master Plan
Date: November 14, 2014



ABOUT & ASSOCIATES INC.
 Consulting Arborists • Ecologists • Landscape Designers
 591 Woolwich Street • Guelph • Ontario • Canada • N1H 3Y5
 T: 519.822.6839 • F: 519.822.4052 • info@aboutding.com • www.aboutding.com

Title: Existing Natural Features
 Project: Hillsburgh Dam
 Municipal Class EA



Date: December 8, 2014
 Scale: 1:10000
 Project:



Chris Clark

From: Chris Clark
Sent: September-17-15 10:21 AM
To: Ryan Hamelin (ryan@abouttng.com); Paul Ziegler
Subject: Hillsburgh Dam and Bridge Class EA - Field Studies Notification

Good afternoon,

This email is to inform you that Aboud and Associates, Ecological sub-consultant for the Town of Erin, will be conducting various field surveys and inventories within the next 3 weeks which will complete the necessary Ecological field work related to the Hillsburgh Dam and Bridge Class EA project. These remaining field studies are scheduled to begin tomorrow, Friday, September 18, 2015.

Should you have any questions or specific requests pertaining to scheduling within this 3 week period, please do not hesitate to contact the undersigned.

Regards,

Chris Clark, M.A.Sc. E.I.T.



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

APPENDIX B-4

Notice of Study Completion



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

December 14, 2016

RE: TOWN OF ERIN
HILLSBURGH DAM AND BRIDGE CLASS EA
NOTICE OF STUDY COMPLETION
OUR FILE: A4685E

Dear Resident,

The Town of Erin has completed a Municipal Class Environmental Assessment (Class EA) study to investigate alternatives to improve the safety of the Hillsburgh Dam and bridge. As a condition of the regulatory approval for the 2012 emergency dam repairs, the Town was directed by the Ministry of Natural Resources and Forestry (MNRF) to develop and implement a permanent solution for the dam. Due to their close proximity and interdependence, the dam and its associated bridge structure were both evaluated under this study.

Based on the studies existing conditions a balanced weighting of the technical/functional, natural, social and economic environments were considered. A Project File Report has been prepared which documents the existing conditions of the study area as well as the planning and decision making process. This document is being placed on public record for a 45 day review period beginning Monday, December 19, 2016. The Project File Report will be available for review on the Town's website under the following link; <http://www.erin.ca/Notices/> and in hardcopy format at the Town of Erin's municipal office.

At present, the Town holds ownership of the road and majority of the earthen berm but not the stop-log control structures. Subject to additional comments or concerns received as a result of the attached Notice of Study Completion and upon receipt of necessary regulatory approvals, the Town of Erin intends to proceed with the design and implementation of Alternative B1 – Rehabilitate Dam and Reconstruct Bridge. This Alternative remains the most practical option for the Town to move forward in reducing the risk to loss of life and property while limiting their liability as an owner of a dam. This alternative will also increase safety to bridge users.

If you wish to provide additional comments or if you have any concerns with the contents of the Project File Report, please forward communications, in writing, to the attention of the study contacts prior to Wednesday, February 1, 2017;

Ms. Dina Lundy
Clerk
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
T (519) 855-4407 Ext. 233
E dina.lundy@erin.ca

Mr. Paul Ziegler, C.E.T
Project Manager
Triton Engineering Services Limited
105 Queen Street West, Unit 14
Fergus, ON N1M 1S6
T (519) 843-3920
E pziegler@tritoneng.on.ca

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED



Paul Ziegler, C.E.T.

Encl.

cc: Derek McCaughan, Interim CAO, Town of Erin
Dina Lundy, Clerk, Town of Erin





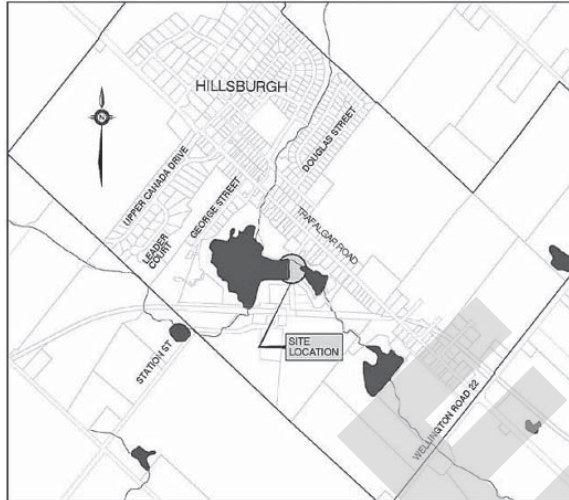
NOTICE OF STUDY COMPLETION

HILLSBURGH DAM AND BRIDGE STATION STREET AT UPPER WEST CREDIT RIVER

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT

The Study

The Town of Erin has completed a Municipal Class Environmental Assessment (Class EA) study to investigate alternatives to develop and implement a permanent solution for the Hillsburgh Dam, as a condition of the regulatory approval for the emergency dam repairs. Due to their close proximity and interdependence, the dam and its associated bridge structure were both evaluated under this study. Both structures are located along Station Street, approximately 150m west of Trafalgar Road, crossing the Upper West Credit River in Hillsburgh, Ontario.



The Process

This Class EA study is being conducted in accordance with the requirements of a Schedule "B" study under the "Municipal Class Environmental Assessment" (Municipal Engineers Association, June 2000 as amended in 2007) which is an approved process under the Ontario Environmental Assessment Act. The Class Environmental Assessment process includes public and agency consultation, an evaluation of alternatives, an assessment of the technical, environmental, social and economic aspects, and identification of potential impacts and mitigation measures.

Recommended Preferred Alternative

Subject to additional comments or concerns received as a result of this Notice and upon receipt of necessary regulatory approvals, the Town of Erin intends to proceed with the design and implementation of Alternative B1 – Rehabilitate Dam and Reconstruct Bridge. A Project File Report has been prepared which documents the planning and decision making process and is being placed on public record for a 45 day review period beginning Monday, December 19, 2016. The Project File Report can be reviewed on the Town's website under the following link; <http://www.erin.ca/Notices/> and at the following location;

Town of Erin

5684 Trafalgar Road
Hillsburgh, ON

Monday to Friday 8:30 to 4:30

Telephone: 519-855-4407 Ext. 233
Toll Free: 1-877-818-2888

Interested persons should provide written comment to either one of the project team members within 45 calendar days from the date of this Notice.

Ms. Dina Lundy

Clerk
Town of Erin
5684 Trafalgar Road
Hillsburgh, ON N0B 1Z0
T (519) 855-4407 Ext. 233
E dina.lundy@erin.ca

Mr. Paul Ziegler, C.E.T

Project Manager
Triton Engineering Services Limited
105 Queen Street West, Unit 14
Fergus, ON N1M 1S6
T (519) 843-3920
E pziegler@tritoneng.on.ca

If concerns which arise during the 45 day review period cannot be resolved in discussion with the municipality, a person or party may request in writing, to the Minister of the Environment an order of change in the project status and require a higher level of assessment (referred to as a Part II Order). Requests must be received by the Minister within 45 days of this Notice and reasons must be provided for the request. The written request should also be sent to the Environmental Approvals Branch and the proponent (municipality). For additional details as to the steps of a Part II Order refer to the following link; <https://www.ontario.ca/page/class-environmental-assessments-part-ii-order>

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

Minister of the Environment
77 Wellesley Street West
11th Floor,
Toronto, Ontario M7A 2T5

Ministry of the Environment
Environmental Approvals Branch
135 St. Clair Avenue West,
1st Floor
Toronto, Ontario M4V 1L5

If there are no requests received by February 1st, 2017 the project is deemed approved under the Environmental Assessment Act and the Town may proceed with detailed design and construction of the project, subject to obtaining the necessary regulatory approvals for the work.

Please note that ALL personal information included in a Part II Order submission – such as name, address, telephone number and property location – is collected, maintained and disclosed by the Ministry of the Environment and Climate Change for the purpose of transparency and consultation. The information is collected under the authority of the Environmental Assessment Act or is collected and maintained for the purpose of creating a record that is available to the general public as described in s.37 of the Freedom of Information and Protection of Privacy Act. Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential. For more information, please contact the ministry's Freedom of Information and Privacy Coordinator at 416-327-1434.

This Notice first issued December 14, 2016

Dina Lundy
Clerk
Town of Erin