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August 25, 2023
Revision 0

Oil Tank Road Industrial Park
Municipal Class Schedule B
Environmental Assessment
Consultation Plan

NWL-23008853-00
The Corporation of the Town of
Iroquois Falls



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1 Introduction

At the outset of any municipal project subject to a Municipal Class Environmental Assessment, one of the most important components is ensuring public consultation is undertaken following a comprehensive plan tailored for the project and detailed records of all correspondences (phone call, in-person meeting, teleconference, email and letter) are maintained, ensuring all Indigenous Communities, public and private stakeholders are contacted, and ample time is provided for comment.

This consultation plan has been prepared with consideration given to the March 2023 version of the ‘Municipal Class Environmental Assessment’ document and tailored for the Iroquois Falls Oil Tank Road Industrial Park project and the Town’s requirements. Currently, the Town and EXP have identified this project to be a Schedule B project based on the table of project descriptions outlined in the ‘Municipal Class Environmental Assessment’ document.

In summary, this project consists of a 58-acre heavy industrial (M2) subdivision with proposed municipal serviced lots ranging from 1.6 to 10.5 hectares (4 to 26 acres) in size. Adjacent land consists of:

- mostly undeveloped property to the north and west of the site, with a residence and farm buildings adjacent to the southwest corner of the site,
- undeveloped and public works property to the east of the site,
- rural residential and industrial / commercial properties are located to the south of the site, on the opposite side of Oil Tank Road, and
- natural gas pipeline transecting the northwest corner of the site.

It is our understanding that the subdivision has been zoned as M2 Heavy Industrial, in accordance with the Planning Act, and that consultations for the zoning change have already occurred.

2 Consultation Process

2.1 Overview

Our proposed consultation and communications program for this Municipal Class Environmental Assessment has two main goals:

- To effectively engage the relevant agencies, levels of government and other stakeholders to ensure that the planning, design and approvals process meets their requirements.
- To effectively consult with, and address the concerns of, Indigenous Communities, residents, businesses and other stakeholders who have an interest in the project and who may be inconvenienced by the proposed infrastructure.

In summary, this consultation plan consists of the following procedures, and are described in more detail within this consultation plan:

- Identification of potential stakeholders, including identification of Indigenous Communities.
- Selection and determination of stakeholder influence level.
- Appropriate means of stakeholder contact.
- Public Notice distribution methodology.
- Consultation record keeping methodology.
- Design modification methodology.

The anticipated consultation milestones are provided in Table 1 below.

Table 1: Consultation Milestones

Consultation Milestone	Anticipated Date
Project Start – Initial contact to Indigenous Communities, key stakeholders	August 2023
Preliminary Design and Existing Infrastructure Feasibility Analysis	August 2023 to February 2024
Opportunity Statement	January 2024
Notice of Commencement	January 2024
Notice of Public Consultation Centre for Presentation of Options A & B	March 2024
Public Consultation Centre for Presentation of Options A & B – in person	April 2024
End of Comment Period for Presentation of Options A & B	End of May 2024
Assess Comments Received from Public Consultation	May to June 2024
Interim Consultation Report Preparation – end of Preliminary Design Phase	June /July 2024

2.2 Identification and Selection of Stakeholders

Identification of potential stakeholders is the first and most important step to an effective consultation process. EXP will identify potential stakeholders using the following documents / methods:

1. Identify local businesses and general public by reviewing aerial imagery and through consultation with Town.
2. Identify Indigenous Communities by reviewing provincial and federal sources, along with other sources in the public domain that outline potential traditional territories. Verify the above identification of Indigenous Communities with the Ministry of Environment, Conservation and Parks (MECP) provided Acknowledgement of Notice of Commencement letter, which is provided after submission of Notice of Commencement and outlines the Indigenous Communities that must be consulted with at a minimum.
3. Discussions with the Town of Iroquois Falls, public information and Ontario Energy Board maps to identify potentially impacted utilities and their service areas. In addition, contact utility companies identified in the MECP’s “Environmental Assessment Government Review Team Master Distribution List” (GRT) document (updated bi-annually) to verify.
4. Using the GRT document, identify Federal, Provincial and Municipal Departments, Agencies and Ministries. This is determined by reviewing links and/or contacting representatives listed in the document to determine if each department, agencies and ministry should be a stakeholder or not. The GRT document with our identification of potential stakeholders is provided in Appendix A.

The below table identifies the potential stakeholders for this project. For each group of potential stakeholders, consultation objectives and associated consultation initiatives are provided.

Table 2: Summary of Potential Stakeholder Consultation Objectives and Initiatives

Potential Stakeholders	Consultation Objectives	Consultation Initiatives
<p>Proximate Property Owners Local Business Stakeholders</p> <p>Local businesses Ontario Northland Railway (ONTC)</p>	<ul style="list-style-type: none"> Identify and try to address issues and concerns. Respond to all questions, even if not related to municipal aspects of this project. 	<ul style="list-style-type: none"> Public Consultation Centres, information and updates on Town’s website and local post office. Drop off Public Consultation Centre notices to local businesses adjacent to development.
<p>General Public</p> <p>Residences adjacent to development Local residential community association, if any</p>	<ul style="list-style-type: none"> Identify and try to address issues and concerns. Respond to all questions, even if not related to municipal aspects of this project. 	<ul style="list-style-type: none"> Public Consultation Centres, information and updates on Town’s website and local post office. Drop off Public Consultation Centre notices to residences adjacent to development.
<p>Indigenous Communities</p> <p>Apitipi Anicinapek Nation Taykwa Tagamou Nation Beaverhouse First Nation Flying Post First Nation Matachewan First Nation Mattagami First Nation Metis Nation of Ontario – Abitibi Inland Historic Métis Community Brunswick House First Nation Chapleau Ojibwe</p>	<ul style="list-style-type: none"> Consult with Indigenous Communities Identify and address issues and concerns. Work with the Town to respond to all questions, even if not related to municipal aspects of this project. 	<ul style="list-style-type: none"> Make initial contact via phone and/or email to Indigenous Communities where their territory may overlap with the development. Email or mail Public Consultation Centre notices, information and updates as requested. Information and updates made available on the Town’s website, email or mail information and updates as requested.
<p>Utilities</p> <p>Enbridge Gas Distribution Hydro One Bell Canada Town of Iroquois Falls municipal services (water & sewer) Others</p>	<ul style="list-style-type: none"> Coordination with utilities, especially where the development requires the utility to service each lot. Keep utilities apprised of project, schedule and decisions. Identify and address opportunities, issues and concerns. Obtain approvals and agreements, where applicable. 	<ul style="list-style-type: none"> Prior to Public Consultation Centre, notify utilities of upcoming project & determine point of contact. Email or mail Public Consultation Centre and information to utilities. Ongoing correspondence/ dialogue as required for site servicing.

Agencies and Ministries	<ul style="list-style-type: none"> Identify and address opportunities, issues and concerns. Work with ministries to obtain approvals, as required. Keep apprised of project, schedule, alternatives and decisions. 	<ul style="list-style-type: none"> Prior to Public Consultation Centre, notify agencies & ministries of upcoming project & determine point of contact. Email or mail Public Consultation Centre and information to agencies & ministries. Ongoing correspondence, as required.
<p>Provincial</p> <p>Ministry of Environment, Conservation and Parks (MECP) Ministry of Natural Resources and Forestry (MNR) Ministry of Agriculture, Food and Rural Affairs Ministry of Indigenous Affairs Ministry of Municipal Affairs and Housing Ministry of Citizenship and Multiculturalism Ministry of Transportation – Engineering Program Delivery Northeast Ministry of Northern Development Ministry of Infrastructure Ministry of Energy Ministry of Mines Ministry of Education Ministry of Economic Development, Job Creation and Trade Ministry of Health and Ministry of Long-Term Care – Porcupine Health Unit Ministry of the Solicitor General Local Fire Department – Town of Iroquois Falls Ontario Provincial Police District School Boards (4)</p> <p>Federal</p> <p>Environment and Climate Change Canada</p> <p>Other</p> <p>Conservation Authority – not applicable to this area</p>		

2.3 Stakeholder Influence

Stakeholder influence will be determined by the following criteria, in order of importance:

- Level 1. Stakeholder’s approval is required and directly tied to project feasibility, examples: duty to consult with Indigenous Communities, railway crossing approval required for an access road, MTO approval for site access etc.
- Level 2. Similar issues or concerns raised by the majority of local residences and businesses adjacent to the development and/or directly affected by the development.
- Level 3. Design issues and concerns raised by various stakeholders that do not directly affect project feasibility, but could result in alternative options.
- Level 4. Individual issues or concerns raised by individual local residences and businesses that are not adjacent to the development and not directly affected by the development.

2.4 Appropriate Means of Stakeholder Contact

EXP will endeavor to make contact with all identified stakeholders. EXP will ensure contact is made with Level 1 Influence Stakeholders (refer to ‘Levels’ in Section 2.3), since the feasibility of the project relies on their approvals. To ensure, we will make multiple attempts to contact the stakeholder by email, phone and mail / courier service.

The general public will be notified by the Town’s website and notices posted at the Town’s post office. To adequately notify the Level 2 stakeholders, public consultation centre notifications and any updates will be distributed to the residences and businesses adjacent to the development and/or directly affected by the development. All residents will be invited to email, phone and/or attend a public consultation centre to voice their issues or concerns. Following the invitation, it will be assumed that all residents that have an interest in the project will have provided comments

prior to the closing period. If significant changes, such as a new road or utility alignment, for instance, is proposed, EXP will repeat the above means of stakeholder contact, since the initial option may not have caused concern, but a subsequent option may create a new cause for concern.

Utilities and government agencies & ministries will be contacted via phone and/or email based on the preferences listed in the GRT document. The Stakeholder Level of Influence will determine how follow-ups are conducted. For instance, if an agency or ministry is not anticipated to have a direct affect on the project and vice versa, then an initial contact will be attempted. For higher levels of Stakeholder Influence, all three methods of contact will be attempted until a response is received, and in some cases EXP may reach out to other ministries and/or departments within a ministry to make contact.

2.5 Public Consultation Centre Notice Methodology

EXP will draft the required notices for review and approval by the client. After receiving the client's comments / approval, EXP will finalize the notice and submit to the notice. The notices will include the following details:

- Project name, description and purpose,
- Name and Schedule of the Class Environmental Assessment,
- Links to where documents and plans can be viewed,
- Meeting location details and times,
- A map of the study area with local points of reference,
- Contact information for EXP's representative and the Town,
- Issued date, and
- Freedom of Information and Protection of Privacy (FIPPA) disclaimer.

The notices will be distributed to all stakeholders listed on the project stakeholder contact list and delivered to directly affected local residents and businesses.

2.6 Consultation Record Keeping Methodology

Correspondence with stakeholders and the general public will be tracked and documented in a Public Consultation and Communications Log (Contact Record). The Contact Record will include a database of all contact information received from the general public and identified stakeholders. The second part of the Contact Record will document contacts made between EXP and stakeholders, and will include the initial date, read receipt date and response date and brief description of the correspondences, and indicate what response or follow-up action was undertaken.

The Contact Record will be reviewed by EXP's Project Manager to ensure conformance to this plan.

2.7 Public Consultation Centre In-Person Meeting

A Public Consultation Centre meeting will be held for in-person discussion and review of the development plan and related information. The location and schedule of the meeting will be determined with the client, since they will have the best understanding of their communities turn-out at similar meetings.

At a Public Consultation Centre meeting, the following will be made available to attendees.

- Poster boards showing the road and utility plans to service the development.
- Printed black and white drawings that can be marked up, if attendees would like to.
- Study reports (archaeology, environmental impact, traffic impact) available for viewing. (Attendees can request a copy from EXP as well)
- Attendance record, where attendees can provide their address and email, if they wish.
- Comment forms to receive written feedback.
- Public Handout explaining the Municipal Class Environmental Assessment and it's procedure and how to make a request for an order to the MECP.

It should also be noted that public consultation centre meeting plans, documents and information will be made available on the Town’s website for the duration of the comment period, which is at least 30 days.

The format of PCC(s) will be a presentation followed by formal question-and-answer period, which will have an EXP representative documenting MECP related questions and answers. Following the question-and-answer period, attendees will be invited to the front to review the plans, documents and information in person and have one on one discussion with the Town and EXP representatives. Attendees will be encouraged to fill out comment forms to ensure their questions and concerns are documented accurately.

2.8 Design Modification Methodology

During the PCC comment period, EXP will compile questions and draft responses for the Town’s review and comment. If questions are received that do not pertain to the municipal aspects of the project, EXP may or may not be able to draft responses for the Town’s review and comment and will be left blank for the Town to respond to. Once the responses are approved, EXP will distribute to all PCC attendees that indicated they wanted to receive follow-up correspondence. At the end of the PCC comment period, a final wrap up of remaining questions and responses will be undertaken.

Following the above, EXP will review and assess the comments with respect to municipal aspects and will, in conjunction with the client, determine what design aspects can be modified to address the comments. If alternate options stem from the PCC or are proposed to address a major concern, another PCC and comment period will be initiated with revised plans and documentation available for review. All identified stakeholders and members will be notified as outlined above in the plan.

2.9 Consultation Summary

EXP’s scope of work for this project is currently limited to preliminary design; thus, some design aspects will be assessed in a future detailed design phase. Detailed design could require additional consultation depending on the changes required. Therefore, an interim Consultation Summary Report will be prepared for this project and cannot be considered a final Consultation Summary Report to be included with a future Notice of Completion to the MECP.

3 Closure

This consultation plan will be reviewed from time to time to ensure its consistency with development in the project. Currently, the client and EXP identify this project as a Municipal Class Environmental Assessment Schedule B, which could become a Schedule C from project changes. EXP is aware of the MECP guidelines and will review significant project scope changes with respect to the project table descriptions when required.

Appendix A
Environmental Assessment Government
Review Team Master Distribution List
with Applicability Comments



Environmental Assessment Government Review Team Master Distribution List

**Including Agency Contacts for Information into Environmental
Assessment Planning Matters**

**Environmental Assessment Services
Environmental Assessment Branch
Ministry of the Environment, Conservation and Parks**

January 2024

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Key Guidelines in Determining the Government Review Team for Projects and in Conducting Circulations

The “Government Review Team Master Distribution List” is meant as a tool and an information source to ensure that matters pertaining to environmental assessment (EA) submissions are routed to the proper contacts within Federal, Provincial and Municipal agencies. The list also contains agency contacts for information purposes and links to agency websites where additional information may be obtained.

For individual EA projects, prior to submission of a draft Terms of Reference for a project, the Project Officer will provide a copy of this Government Review Team (GRT) list to the proponent (or its consultant). The proponent should review the list and indicate which agencies and sections/staff within these agencies it believes should be circulated the Terms of Reference and subsequent EA, and provide a brief written explanation for those which are not believed to be relevant for the project (i.e. X ministry only wishes to review projects within X distance from a certain type of facility and the project will be further than that away from the such facilities). The proponent should contact the agencies proposed to be included to confirm their inclusion. The proponent should provide the proposed list to the Project Officer for review and input. Obtaining Project Officer input of the GRT for the particular project will help avoid having to notify additional agencies late in the process.

During the EA process, proponents’ request for comments from agencies which accompanies the EA documentation should outline that, if the agency has no concerns on the EA or has no interest in the project, a written letter, completed “no comment form” (if provided by proponent) or email stating this to the proponent would be preferable. This lets the Project Officer know that an agency is satisfied at a certain stage in the process and/or that no further circulation to the agency is necessary. Proponents should also follow-up with the agencies by telephone and email to ensure the proper person received the documentation and to reiterate the preference that a statement of no concerns or no interest is provided, if applicable.

This list is periodically updated. Anyone using this list should request the most up-to-date version by contacting:

**Environmental Assessment Branch
Environmental Assessment Services – Duty Officer at:
416-314-8001; or 1-800-461-6290; or enviropemissions@ontario.ca**

Important Notes on the Contents of this List

1. The default method by which agencies receive EA documents is by courier of a hard paper copy. Many agencies have indicated they are willing to accept (or prefer) electronic versions by email, CD, USB or downloading from websites (with notice of document availability at a website and a request for comments sent by mail or by email), but unless they indicate they are willing to accept this, hard copies are sent.
2. For all agencies, if a project is going to be located or have effects within more than one of their review districts/regions, then all relevant districts/regions should receive the full documentation and the cover letter should notify them which other districts/regions of their ministry are also receiving the documentation. The same should be done if more than one office within a ministry will be circulated a document and the offices are not divided based on geographic areas. This should be confirmed with individual agencies to determine distribution requirements.
3. This list was originally primarily used for individual EAs but is also being used to indicate, in general, which agencies wish to review projects prepared under Class EAs or other streamlined EA process. For detailed information on which agencies are to be considered for circulation on projects under particular Class EAs or streamlined EAs, please consult the particular Class EA or streamlined EA guide and/or the proponent of the Class EA.

Name, Position, Agency and Address	Document Form	Phone, Fax and Email	Types of EA Projects to be Circulated	OTR Project Include or Not
PROVINCIAL AGENCIES & MINISTRIES				
Conservation Ontario				
Nicholas Fischer, Policy and Planning Liaison Conservation Ontario 120 Bayview Parkway Newmarket ON L3Y 3W3 www.conservationontario.ca	Electronic	C: 289-231-6583 T: 905-895-0716 Ext. 229 F: 905-895-0751 nfischer@conservationontario.ca	Parent Class EAs or province-wide EA matters only.	Not a Parent Class EA or province-wide EA.
Conservation Authorities For individual EAs and Class EAs, send to the local Conservation Authority covering the affected area. If no Conservation Authority exists for that area, then no circulation necessary.	Electronic	http://conservationontario.ca/conservation-authorities/find-a-conservation-authority/	All individual and Class EAs within area covered by the particular Conservation Authority. Please Note: Conservation Ontario and each individual Conservation Authority should be circulated any Class EA annual surveys which are committed to in the Parent Class EAs.	Checked and there isn't a conservation authority overlapping this project location, nearest is overlapping Timmins.
Hydro One Networks Inc.				
Hydro One Networks Inc.	1 electronic copy	SecondaryLandUse@HydroOne.com	Projects that could potentially directly impact HONI facilities (including transmission/distribution lines/stations). Proponents must clearly identify the proposal's location and outline the type of impact anticipated relative to HONI facilities.	In contact with, working to also provide electricity to the subdivision
Metrolinx				
Pam Foster, Director Environmental Programs and Assessment Metrolinx 10 Bay Street Toronto ON M5J 2W3 Senior Manager, Third Party Adjacent Works Metrolinx 20 Bay Street, Suite 600 Toronto ON M5J 2W3 Senior Manager, Capital Infrastructure Coordination Metrolinx 20 Bay Street, Suite 600 Toronto ON M5J 2W3	1 electronic copy	T: 647-272-9386 pam.foster@metrolinx.com Third Party Projects Review (covers development related matters): development.coordinator@metrolinx.com Third Party Capital Infrastructure Coordination (covers all non-development projects such as grade separations, utility works etc.): thirdpartyprojects@metrolinx.com	Projects of interest include: <ul style="list-style-type: none"> • crossings of a GO Transit/Metrolinx transportation corridor is within 300m of a GO Transit/Metrolinx transportation corridor, station or maintenance facility • all transit projects • any work involving, but not limited to, excavating, performing maintenance, making additions/upgrades/alterations to existing plant, installing new plant, directional boring and/or drilling, road reconstruction or resurfacing, within the municipal road rights-of-way of the Metrolinx Light Rail Transit (LRT) 	Go Transit and Metrolinx is a southern Ontario, not applicable.

Name, Position, Agency and Address	Document Form	Phone, Fax and Email	Types of EA Projects to be Circulated	OTR Project Include or Not
			or Priority Transit Project (Subways)	
Niagara Escarpment Commission				
Kim Peters, Manager Niagara Escarpment Commission 232 Guelph Street Georgetown ON L7G 4B1	1 hard copy and 1 electronic copy	T: 647-539-8788 kim.peters@ontario.ca	Projects with potential effects on the Niagara Escarpment Planning Area and Area of Development Control. The Plan Area and Development Control Area are identified in the Niagara Escarpment Plan 2017 and are available at www.escarpment.org .	Not applicable to this area.
Sandy Dobbyn, Senior Strategic Advisor(A) Niagara Escarpment Commission 1450 7 th Avenue East Owen Sound ON N4K 2Z1	1 electronic copy and 1 hard copy	T: 226-668-2781 sandy.dobbyn@ontario.ca	Projects with potential effects on the Niagara Escarpment Plan Area, including the municipalities of the County of Dufferin (including Town of Mono), County of Grey, County of Bruce, County of Simcoe, Owen Sound, Town of Blue Mountains.	Not applicable to this area.
Office of the Fire Marshal				
Local Fire Department(s) Please contact the affected local municipal office in order to obtain the name of the Fire Chief and the address of the affected fire department. See Municipal Directory at https://www.ontario.ca/page/list-ontario-municipalities .	1 hard copy		The Office of the Fire Marshal has requested that EAs be directed to the local Fire Department in the affected municipality (or municipalities). Where Fire Department access might be affected.	Engaged the Iroquois Falls Fire Department and their Public Works
Ontario Power Generation				
Barbara Medeiros, Senior Manager EH&S Corporate EHS Programs Ontario Power Generation 700 University Avenue Toronto ON M5G 1X6	Prefers email notifications	T: 647-462-8487 barbara.medeiros@opg.com	Projects within 5 km of an OPG generating site or that could potentially directly impact any Ontario Power Generation generating site or any waterpower projects being built on the same river system as OPG waterpower facilities. If unsure, contact OPG before sending documents.	OPG Generating sites are not within 5km, EXP emailed Barbara and she confirmed this.
Ontario Provincial Police				
Wendy Robertson, Administrative Assistant Facilities Section Ontario Provincial Police 777 Memorial Avenue, 2nd Floor Orillia ON L3V 7V3	Download and email preferred	T: 705-329-6825 wendy.robertson@opp.ca	Individual and Class EAs in municipalities without own police service (OPP then patrols area), projects with potential to change demographics, traffic flow, or the need for police presence.	OPP service area, emailed various OPP members

Name, Position, Agency and Address	Document Form	Phone, Fax and Email	Types of EA Projects to be Circulated	OTR Project Include or Not
			EAs having a direct physical impact on OPP detachments, or impacting provincial highways (which OPP patrols).	
Ministry of Agriculture, Food and Rural Affairs				
Rural Planners/Regional Offices: Circulate Individual EAs, Class EAs and waste EAs affecting agricultural operations, prime agricultural areas (i.e. predominantly prime agricultural lands which include specialty crop areas and/or Canada Land Inventory (CLI) Class 1, 2 and 3 soils, and any associated CLI Class 4 to 7 soils), and in the Greater Golden Horseshoe, the Agricultural System, (see definition and map at: http://www.omafra.gov.on.ca/english/landuse/agsys-ggh.htm) to the appropriate Rural Planner. Do not circulate any Individual EAs or Class EAs that only include land in designated “settlement areas” (as defined by the Provincial Policy Statement), and illustrated in the local municipal official plan land use schedule. See geographic coverage area for OMAFRA Rural Planners here: https://ontarioca11.maps.arcgis.com/apps/webappviewer/index.html?id=cdcc00ac2d194fdaa304d8b9db5aeaae				
Currently vacant - Rural Planner Land Use Policy & Stewardship Food Safety and Environmental Policy Branch Ministry of Agriculture, Food & Rural Affairs Elora Resource Centre 6484 Wellington Rd 7 – Unit 10 Elora ON N0B 1S0	Prefers electronic version	omafra.eanotices@ontario.ca	Email omafra.eanotices@ontario.ca as initial step prior to circulating documents. Projects meeting above criteria in the following geographies: Durham Region, York Region, Simcoe County, District of Muskoka, City of Kawartha Lakes, Peterborough County, Northumberland County, Haliburton County, Prince Edward County, Hastings County, Kenora District, Rainy River District, Thunder Bay District, United Counties of Stormont, Dundas and Glengarry, Town of Renfrew	Not applicable
Currently vacant - Rural Planner Land Use Policy & Stewardship Food Safety and Environmental Policy Branch Ministry of Agriculture, Food and Rural Affairs 1 Stone Road West Guelph ON N1G 4Y2	Prefers electronic version	omafra.eanotices@ontario.ca	Email omafra.eanotices@ontario.ca as initial step prior to circulating documents. Projects meeting above criteria in the following geographies: Bruce County, Grey County, Dufferin County, Perth County (including Stratford and St. Marys), County of Wellington (including City of Guelph), Region of Waterloo, City of Hamilton, United Counties of Prescott and Russell, City of Ottawa	Not applicable

Name, Position, Agency and Address	Document Form	Phone, Fax and Email	Types of EA Projects to be Circulated	OTR Project Include or Not
<p>Nancy Rutherford, Rural Planner Land Use Policy & Stewardship Food Safety and Environmental Policy Branch Ministry of Agriculture, Food and Rural Affairs 1 Stone Road West Guelph ON N1G 4Y2</p>	<p>Prefers electronic version</p>	<p>T: 226-962-2139 nancy.rutherford@ontario.ca</p>	<p>Email omafra.eanotices@ontario.ca as initial step prior to circulating documents.</p> <p>Projects meeting above criteria in the following geographies: Niagara Region, Peel Region, Halton Region, Brant County, City of Brantford, Haldimand County, Lennox and Addington County, County of Lanark, Frontenac County</p>	<p>Not applicable</p>
<p>Ken Mott, Rural Planner(A) Land Use Policy & Stewardship Food Safety and Environmental Policy Branch Ministry of Agriculture, Food & Rural Affairs 1 Stone Road West Guelph ON N1G 4Y2</p>	<p>Prefers electronic version</p>	<p>T: 613-290-9112 ken.mott@ontario.ca</p>	<p>Email omafra.eanotices@ontario.ca as initial step prior to circulating documents.</p> <p>Projects meeting above criteria in the following geographies: United Counties of Leeds and Grenville, Municipality of Chatham-Kent, Elgin County, Essex County, Middlesex County, Lambton County, Huron County, Norfolk County, Oxford County</p> <p>Districts of Sudbury, Sudbury West, Algoma, Manitoulin, Cochrane, Nipissing, Temiskaming, Parry Sound</p> <p>Cities of Windsor, London, Greater Sudbury</p>	<p>Correspondence with Ken Mott</p>
<p>Ministry of Citizenship and Multiculturalism</p>				
<p>Citizenship, Inclusion and Heritage Division</p>				
<p>In mid-2023, the responsibility for administration of the <i>Ontario Heritage Act</i> and matters related to cultural heritage were transferred from the Ministry of Tourism, Culture and Sport (MTCS) to the Ministry of Citizenship and Multiculturalism (MCM).</p> <p>The Ministry of Citizenship and Multiculturalism (MCM) has an interest in the conservation of cultural heritage resources, which includes archaeological resources, built heritage resources and cultural heritage and landscapes The Heritage Planning Unit provides advisory services related to cultural heritage within the provincial land use planning framework and leads implementation of the Standards and Guidelines for Conservation of Provincial Heritage Properties across the government.</p> <p>Cultural Heritage Undertakings that may affect property(ies) or project areas having recognized or potential cultural heritage value or interest, which may include:</p> <ul style="list-style-type: none"> • built heritage resources 				<p>Retained an archaeologist</p>

Name, Position, Agency and Address	Document Form	Phone, Fax and Email	Types of EA Projects to be Circulated	OTR Project Include or Not
<ul style="list-style-type: none"> • cultural heritage landscapes • archaeological resources • areas of archaeological potential • properties owned or controlled by the Province or public bodies prescribed under Ontario Regulation 157/10 <p>While some cultural heritage resources may already be identified and inventoried by official sources, the significance of others can only be determined after evaluation. The first step is to determine whether there are cultural heritage resources that could be impacted. The most accurate means for making this determination is by retaining qualified persons to research the potential presence of cultural heritage resources.</p> <p>Alternatively, someone who is not a qualified person can determine whether or not there may be the potential for an area to contain cultural heritage resources.</p> <p>The following documents have been developed by MCM to assist the non-specialists:</p> <ul style="list-style-type: none"> • Criteria for Evaluating Archaeological Potential: http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/GetFileAttach/021-0478E~3/\$File/0478E.pdf • Criteria for Evaluating Marine Archaeological Potential: http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/GetFileAttach/021-0503E~1/\$File/0503E.pdf • Criteria for Evaluating Potential for Built Heritage and Cultural Heritage Landscapes: http://www.forms.ssb.gov.on.ca/mbs/ssb/forms/ssbforms.nsf/GetFileAttach/021-0500E~1/\$File/0500E.pdf 				
Karla Barboza, Team Lead, Heritage Heritage Planning Unit Heritage Branch Ministry of Citizenship and Multiculturalism 400 University Ave. 5 th Floor Toronto ON M7A 2R9	Electronic/ email copy only	T: 416-660-1027 karla.barboza@ontario.ca	Receives the initial circulations for all individual and site-specific Class EAs for all regions of the province. The Team Lead will assign to a Heritage Planner for review. EA matters of province-wide significance (including Parent Class EAs and Environmental Assessment policies and guidelines).	Correspondence with Karla
Heritage Planners: Site-specific individual and Class EA projects – Heritage Planners review site-specific EAs impacts on cultural heritage resources.				
Joseph Harvey, Heritage Planner Heritage Planning Unit Heritage Branch Ministry of Citizenship and Multiculturalism 400 University Ave, 5 th Floor Toronto ON M7A 2R9	Electronic/ email copy only	T: 613-242-3743 joseph.harvey@ontario.ca	Contact Karla Barboza as initial step prior to circulating documents. All individual and site-specific Class EAs for: <ul style="list-style-type: none"> • Southwestern region which covers upper- and single-tier municipalities from Brant, Bruce, Chatham-Kent, Elgin, Essex, Grey, Haldimand, Huron, Middlesex, 	Not applicable

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			<p>London, Lambton, Norfolk, Oxford, Perth, Pelee Island, Waterloo and Wellington</p> <ul style="list-style-type: none"> • Northwestern region which covers upper- and single-tier municipalities from Kenora, Rainy River, Nipissing, Parry Sound, Thunder Bay District 	
<p>Currently vacant - Heritage Planner Heritage Planning Unit Heritage Branch Ministry of Citizenship and Multiculturalism 400 University Ave, 5th Floor Toronto ON M7A 2R9</p>	<p>Electronic/ email copy only</p>	<p>Contact Karla Barboza: karla.barboza@ontario.ca</p>	<p>Contact Karla Barboza as initial step prior to circulating documents.</p> <p>All individual and site-specific Class EAs for:</p> <ul style="list-style-type: none"> • Central Ontario which covers upper- and single-tier municipalities of: Hamilton, Halton, Niagara, Peel, Dufferin; Durham, York, Toronto, Simcoe, Muskoka, Kawartha Lakes, Haliburton, Peterborough and Northumberland 	<p>Not applicable</p>
<p>Currently vacant - Heritage Planner Heritage Planning Unit Heritage Branch Ministry of Citizenship and Multiculturalism 400 University Ave, 5th Floor Toronto ON M7A 2R9</p>	<p>Electronic/ email copy only</p>	<p>Contact Karla Barboza: karla.barboza@ontario.ca</p>	<p>Contact Karla Barboza as initial step prior to circulating documents.</p> <p>All individual and site-specific Class EAs for:</p> <ul style="list-style-type: none"> • Eastern region which covers upper- and single-tier municipalities from Hastings, Price Edward, Renfrew, Lennox & Addington, Frontenac Kingston, Ottawa, Lanark, Leeds & Grenville, Stormont Dundas & Glengarry, Prescott & Russell • Northeastern region which covers upper- and single-tier municipalities from Cochrane, 	<p>Correspondence with Karla</p>

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			Sudbury, Sault Ste. Marie and Algoma, Manitoulin, Timiskaming, Timmins	
Ministry of Colleges and Universities				
<p>EAs to be sent to individual affected Colleges and Universities. Only contact Ministry when issues cannot be resolved at the local level.</p> <p>Lindsey Harrold, Director Postsecondary Finance and Information Management Branch Ministry of Colleges and Universities 315 Front Street W, 16th Flr Toronto ON M7A 0B8</p>	1 hard copy	<p>See INFO-GO for contact information of various colleges and universities.</p> <p>T: 437-227-5276 lindsey.harrold@ontario.ca</p>	Individual and Class EAs for projects affecting colleges and universities should be submitted directly to the affected institution. They should be consulted about any project within approximately 400m of the boundary of the institution and any of its campuses and for other projects which may impact an institution's property, buildings and facilities, faculty, staff, students and visitors (through air- and water-borne materials; noise, light, transmission and other vibration generated energies; pedestrian and public transportation route and volume changes, including impacts from commercial and industrial initiatives, demographic changes, etc.).	Project not within 400 m of a college or university
Ministry of Economic Development, Job Creation and Trade				
<p>Erin Thompson, Manager Corporate Policy Coordination Unit Policy, Planning and Strategy Branch Corporate and Policy Services Division Ministry of Economic Development, Job Creation and Trade 56 Wellesley St. W, 11th Flr Toronto ON M5S 2S3</p>	Electronic version	<p>T: 437-770-1241 erin.thompson@ontario.ca</p>	<p>Any proposed regulations requiring that large-scale private sector undertakings be made subject to the Environmental Assessment Act.</p> <p>Projects with significant job creation potential or supply chain benefits to the regional or provincial economy.</p>	Corresponding with Michael Buranyi

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Nathan Hammill, Team Lead Corporate Policy Coordination Unit Policy, Planning and Strategy Branch Corporate and Policy Services Division Ministry of Economic Development, Job Creation and Trade 56 Wellesley St. W, 11 th Flr Toronto ON M5S 2S3	Electronic version	T: 437-882-0990 nathan.hammill@ontario.ca	Individual EAs (including joint federal-provincials EAs) involving large public infrastructure projects, particularly baseload electricity generation, transmissions lines, water and petroleum pipelines and transportation corridors.	Corresponding with Michael Buranyi
Ministry of Education				
Paul Bloye, Director Capital Program Branch Capital and Business Support Division Ministry of Education 315 Front Street W, 15th Flr Toronto ON M7A 0B8	Contact first	T: 416-325-8589 paul.bloye@ontario.ca	Any project that is directly related to schools or school boards.	Sent PCC notice to Paul
Local French and English Public and Catholic Boards of Education	1 hard copy	See Municipal Directory at https://www.ontario.ca/page/list-ontario-municipalities	Any project that will impact a school building, property or staff and students, e.g. noise, air quality, well water quality, pedestrian routes, school bus routes, general safety considerations, enrolment and school construction planning.	School bus routes only, contacted the various boards
Ministry of Energy				
Joerg Wittenbrinck, Manager(A) Governance, Strategy and Analytics Branch Strategic Network and Agency Policy Division Ministry of Energy 77 Grenville St., 6 th Flr. Toronto ON M7A 1B3	Prefers electronic version	T: 289-980-8124 joerg.wittenbrinck@ontario.ca	Individual and Class EAs with energy implications or energy-related (including renewable energy such as small hydro, wind, energy from waste landfill gas, deep lake water cooling).	Not energy related, tried to make contact Aug 2023, no answer.
Michael Di Cosmo, Coordinator(A) Strategic Policy and Cabinet Liaison	Prefers electronic version	T:437-770-7960 michael.dicosmo@ontario.ca		
Ministry of Health and Ministry of Long-Term Care				
Public Health Units and Medical Officers of Health See: https://www.alphaweb.org/	1 hard copy		Send entire EA for sewage and water-works, and for waste facility projects which may have health implications to Public Health Unit/Medical Officer of Health for the geographic area.	Correspondence with Sandra of Porcupine Health Unit

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Ministry of Indigenous Affairs				
Ministry of Indigenous Affairs 160 Bloor St E, 9 th Floor Toronto ON M7A 2E6	Contact MECP to determine if the Ministry of Indigenous Affairs should be notified	Contact the Ministry of the Environment, Conservation and Parks to determine if the Ministry of Indigenous Affairs should be notified	Projects that have the potential to impact Aboriginal or treaty rights and/or have a significant Indigenous component.	Contacted Shawn Batise 2 times, no response
Ministry of Infrastructure				
Infrastructure Ontario				
Katherine Hotrum, Director Environmental Projects Infrastructure Ontario 1 Dundas St. W., 20 th flr Toronto ON M5G 1Z3 Erica Anderson, Environmental Manager, Environmental Management Environmental Projects Infrastructure Ontario 1 Dundas St. W., 20 th flr Toronto ON M5G 1Z3	Electronic Version Only	T: 647-264-4573 C: 416-568-4585 katherine.hotrum@infrastructureontario.ca erica.anderson@infrastructureontario.ca Mobile: 519-993-6825 Office: 226-314-0893	Projects where lands required for the undertaking are managed by Infrastructure Ontario (which are lands held by the Ministry of Infrastructure (MOI) in right of His Majesty the King) or are adjacent to lands managed by Infrastructure Ontario.	Not applicable, but attempted contact anyways Aug. 2023, no response
David Macey, Vice President Portfolio Planning and Development Infrastructure Ontario 1 Dundas St. W., Suite 2000 Toronto ON M5G 1Z3	Electronic version only	T: 647-264-3861 david.macey@infrastructureontario.ca cc: noticereview@infrastructureontario.ca		n/a
Joanna Craig, Planner Infrastructure Ontario 1 Dundas St. W., Suite 2000 Toronto ON M5G 1Z3	Electronic version only	T: 647-965-6703 noticereview@infrastructureontario.ca		n/a
Ministry of Mines				
Tracey Burton, Manager(A) Strategic Support Unit Mines and Minerals Division Ministry of Mines Willet Green Miller Centre, 2 nd Flr 933 Ramsey Lake Rd Sudbury ON P3E 6B5	Prefers electronic version	T: 705-918-1609 tracey.burton@ontario.ca	All EAs. Consult MINES at draft Terms of Reference stage (or earlier) to determine if project will impact lands containing: significant geological resources, mining claims, mineral development projects, and/or abandoned mine hazards.	Contacted office Sept 2023 and provided PCC to Tracey March 2024.
Melanie Johnson, Senior Strategic Initiatives Lead Strategic Support Unit Mines and Minerals Division Ministry of Mines	Prefers electronic version	T: 705-698-5041 melanie.johnson@ontario.ca	MINES also has an interest in individual and Class EAs with energy implications or	n/a

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Willet Green Miller Centre, 2 nd Flr 933 Ramsey Lake Rd Sudbury ON P3E 6B5			energy-related (including renewable energy such as small hydro, wind, energy from waste landfill gas, deep lake water cooling).	
Ministry of Municipal Affairs and Housing				
Regional Offices: Should be circulated individual and Class EA projects that have one or more of the following: <ul style="list-style-type: none"> • a municipal proponent; • relate to municipal servicing; and/or • have federal involvement. 				yes
Maya Harris, Manager(A) Community Planning and Development (East) Central Municipal Services Office Ministry of Municipal Affairs and Housing 13th Floor, 777 Bay Street Toronto ON M5G 2E5	Electronic copy	T: 437-776-8447 F: 416-585-6882 maya.harris@ontario.ca	Projects meeting above criteria in upper- and single-tier municipalities of Durham, Toronto, Muskoka, Simcoe, Barrie, Orillia and York.	n/a
Heather Watt, Manager Community Planning and Development (West) Central Municipal Services Office Ministry of Municipal Affairs and Housing 13th Floor, 777 Bay Street Toronto ON M5G 2E5	Electronic copy	T: 437-232-9474 heather.watt@ontario.ca	Projects meeting above criteria in upper- and single-tier municipalities of Halton, Hamilton, Toronto, Niagara and Peel.	n/a
Michael Elms, Manager Community Planning and Development Eastern Municipal Services Office Ministry of Municipal Affairs and Housing 8 Estate Lane, Rockwood House Kingston ON K7M 9A8	Electronic copy via e-mail	T: 613-545-2132 F: 613-548-6822 michael.elms@ontario.ca	Projects meeting above criteria in upper- and single-tier municipalities of Northumberland and City of Kawartha Lakes eastward, including the Ottawa and Kingston areas to the Quebec border.	n/a
Anna Little, Manager Community Planning and Development Northern Municipal Services Office – Sudbury Ministry of Municipal Affairs and Housing 159 Cedar Street, Suite 401 Sudbury ON P3E 6A5	Prefer electronic version via email	T: 705-280-8946 anna.little@ontario.ca	Projects meeting above criteria in upper- and single-tier municipalities of Algoma, Cochrane, Manitoulin, Nipissing, Parry Sound, Sudbury, and Timiskaming including Sault Ste. Marie and North Bay areas. And for projects meeting the above criteria for unincorporated areas within the districts of Algoma, Cochrane, Nipissing, Sudbury and Timiskaming.	Contacted Lorri → Christopher. Sent PCC notice to Anna Little.

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Victoria Kosny, Manager Community Planning and Development Northern Municipal Services Office – Thunder Bay Ministry of Municipal Affairs and Housing 435 James Street South, Suite 223 Thunder Bay ON P7E 6S7	Prefers electronic version	T: 807-620-4629 victoria.kosny@ontario.ca	Projects meeting above criteria in single-tier municipalities and areas within planning board jurisdictions in the districts of Kenora, Rainy River and Thunder Bay. And for projects meeting the above criteria for unincorporated areas within the districts of Kenora, Rainy River and Thunder Bay.	n/a
Erick Boyd, Manager Community Planning and Development Western Municipal Services Office Ministry of Municipal Affairs and Housing 659 Exeter Road, 2nd Floor London ON N6E 1L3	1 hard copy	T: 226-688-9058 F: 519-873-4018 erick.boyd@ontario.ca	Projects meeting above criteria in upper- and single-tier municipalities of Haldimand, Brant, Waterloo, Wellington, Norfolk, Bruce, Dufferin, Huron, Perth, Lambton, Essex, Chatham-Kent, Oxford, Elgin, Middlesex, and Grey including Kitchener, London and Windsor areas.	n/a
Ministry of Natural Resources and Forestry				
Keith Johnston, Environmental Planning Team Lead(A) Strategic and Indigenous Policy Branch, Policy Division Ministry of Natural Resources and Forestry Whitney Block Rm 5520 99 Wellesley St W Toronto ON M7A 1W3	Provide electronic version of reports and notifications	To: Environmental.Planning.Team@ontario.ca Cc: keith.johnston@ontario.ca	For 'Parent' Class EAs, exemptions and activities of provincial wide application.	n/a
Southern Region Ministry of Natural Resources and Forestry 300 Water Street, Box 7000 4th Floor, South Tower Peterborough ON K9J 8MS Attn: Jessica Post, Land Use Planning and Strategic Issues Section Administrative Assistant	Prefers electronic version of reports and notifications	T: 705-761-4839 SR.Planning@ontario.ca	All individual EAs and Class EAs for projects which occur in the following Districts: Aylmer-Guelph, Aurora-Midhurst-Owen Sound, Peterborough-Bancroft, Kemptville-Kingston, Pembroke and Minden-Parry Sound-Bracebridge. For district boundaries please consult: Ministry of Natural Resources and Forestry regional and district offices Ontario.ca .	n/a
Northeast Region Ministry of Natural Resources and Forestry 5520 Hwy #101 East, Postal Bag 3020	Prefers electronic version and notifications	Julie: T: 705-491-7676 julie.robinson@ontario.ca	All individual EAs and Class EAs for projects which occur in the following Districts: Chapleau, Cochrane, Hearst, Kirkland Lake, North Bay, Sault Ste. Marie,	PCC notice sent to Luc Duval, Julie and Amy, no response

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South Porcupine ON P0N 1H0 Attn: Julie Robinson, Regional Land Use Planning Supervisor(A) & Amy Clement, Regional Planning Coordinator(A)		Amy: T: 705-755-5194 amy.clement@ontario.ca	Sudbury, Timmins and Wawa. For district boundaries please consult: Ministry of Natural Resources and Forestry regional and district offices Ontario.ca .	
Northwest Region Ministry of Natural Resources and Forestry Ontario Government Building 435 James Street South Thunder Bay ON P7E 6S7 Attn: NWR Land Use Planning	Provide electronic version, and notifications to Regional Planner of appropriate District with copies as specified. For reports provide 1 hard copy to Northwest Regional Office.	<u>Dryden – Fort Frances – Atikokan District</u> Attn: Alex Hyatt Regional Planner T: 807-861-0388 alex.hyatt@ontario.ca Copy: Melissa Mauro Regional Land Use Planning Supervisor T: 807-631-7249 melissa.mauro@ontario.ca Jack Van Gemeren Regional Planning Coordinator T: 807-708-5734 jack.vangemeren@ontario.ca <u>Far North District</u> Attn: Jack Van Gemeren Regional Planning Coordinator T: 807-708-5734 jack.vangemeren@ontario.ca Copy: Emily Hawkins Regional Land Use Planning Supervisor T: 807-628-9146 emily.hawkins@ontario.ca <u>Kenora District</u> Attn: Erik Lockhart	All individual and Class EAs in District. For district boundaries please consult: Ministry of Natural Resources and Forestry regional and district offices Ontario.ca . To compare to municipal boundaries use Crown Land Use Policy Atlas – http://crownlanduseatlas.mnr.gov.on.ca/ .	n/a

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		<p>Regional Planner(A) T: 807-456-2695 erik.lockhart@ontario.ca</p> <p>Copy: Melissa Mauro Regional Land Use Planning Supervisor T: 807-631-7249 melissa.mauro@ontario.ca</p> <p>Jack Van Gemeren Regional Planning Coordinator T: 807-708-5734 jack.vangemeren@ontario.ca</p> <p><u>Nipigon – Geraldton District</u> Attn: Kimberly McNaughton Regional Planner T: 807-708-3402 kimberly.mcnaughton@ontario.ca</p> <p>Copy: James Bennitt Regional Land Use Planning Supervisor(A) T: 807-887-4551 james.bennitt@ontario.ca</p> <p>Jack Van Gemeren Regional Planning Coordinator T: 807-708-5734 jack.vangemeren@ontario.ca</p> <p><u>Red Lake – Sioux Lookout District</u> Attn: Erik Lockhart Regional Planner(A) T: 807-456-2695</p>		

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		<p>erik.lockhart@ontario.ca</p> <p>Copy: Melissa Mauro Regional Land Use Planning Supervisor T: 807-631-7249 melissa.mauro@ontario.ca</p> <p>Jack Van Gemenen Regional Planning Coordinator T: 807-708-5734 jack.vangemenen@ontario.ca</p> <p><u>Thunder Bay – Ignace District</u> Attn: Lauren Nelson Regional Planner T: 807-708-3402 lauren.nelson@ontario.ca</p> <p>Copy: James Bennitt Regional Land Use Planning Supervisor(A) T: 807-887-4551 james.bennitt@ontario.ca</p> <p>Jack Van Gemenen Regional Planning Coordinator T: 807-708-5734 jack.vangemenen@ontario.ca</p>		
Ministry of Northern Development				
John Hall, Strategic Initiatives Advisor Strategic Programs Unit, Northern Development Division 159 Cedar Street, Suite 700 Sudbury ON P3E 6A5	Prefers electronic version	T: 705-561-7384 john.hall@ontario.ca	Projects that have the potential for significant socio-economic impact on Northern Ontario. For the purposes of government policy and program delivery, the Ontario Government generally considers that Northern Ontario is	PCC sent to Lynne Chartier-Cashmore and John Hall no response.

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			comprised of the territorial districts of Algoma, Cochrane, Kenora, Manitoulin, Nipissing, Parry Sound, Rainy River, Sudbury, Thunder Bay, and Timiskaming, consistent with the delineation of Northern Ontario as designated in the <i>Places to Grow Act</i> , O. Reg. 385/09.	
Ministry of the Solicitor General				
Wagdy Guirgis, Manager(A), Capital Planning Facilities and Capital Planning Branch Ministry of the Solicitor General George Drew Bldg 13 th Flr 25 Grosvenor St Toronto ON M7A 1Y6	Downloading preferred	T: 647-201-6169 wagdy.guirgis@ontario.ca	Contact to see if they have an interest in the EA.	PCC sent to Wagdy, Amorette and then asked to send to Fuad Abdi, no further responses
Amorette Rodrigues, Manager(A), P3 Delivery and Operations Facilities and Capital Planning Branch Minister of the Solicitor General 25 Grosvenor St Toronto ON M7A 1Y6		T: 647-244-6341 amorette.rodrigues@ontario.ca	Contact to see if they have an interest in the EA.	yep
Ministry of Tourism, Culture and Sport				
<p>Tourism Policy and Research Branch The Tourism Policy and Research Branch (TPRB) is responsible for advancing Ontario's tourism sector by:</p> <ul style="list-style-type: none"> • Supporting government policies, regulations and strategies that provide the right framework for tourism development; • Providing research to identify the trends, strengths, weaknesses, challenges and opportunities of tourism development in Ontario; • Providing strategic tourism policy and planning advice, including promoting activities that protect, diversify and enhance tourism interests on lands and waters in Ontario; • Supporting regional tourism including the effective operation of Regional Tourism Organizations; • Providing support to tourism stakeholders across the province. 				
James (Jim) Antler, Policy Advisor Tourism Policy Unit Tourism Policy and Research Branch Ministry of Tourism, Culture and Sport	Prefers electronic Note: Should hard copies be required until	T: 705-493-0880 james.antler@ontario.ca	All Parent Class EAs, Class EAs and individual EAs of province-wide or high-level of significance (e.g. inter-provincial bridges, major mining and transmission projects), EA policies and guidelines, and site-specific	n/a -not a large project

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447 McKeown Avenue, Suite 203 North Bay ON P1B 9S9	February 2024 please contact for further information.		EAs pertaining to all regions of the Province.	
Josh Wilson Coordinator, Resource Based Tourism(A) 70 Foster Drive – 2 nd Floor Sault Ste. Marie ON P6A 6V4	Prefers electronic copy	Tel: 705-255-4069 josh.wilson@ontario.ca		n/a
Sport, Recreation and Recognition Division				
Darja Ros, Manager Sport, Recreation and Recognition Division, Policy Branch, Policy Unit Neil Coburn, Director Policy Branch Ministry of Tourism, Culture and Sport 777 Bay Street, 18th Floor Toronto ON M7A 1S5	2 copies	T: 647-283-8621 darja.ros@ontario.ca	All Parent Class EAs, Class EAs and individual EAs that relate to trails, parkland, and open space that support sport and recreation in Ontario.	n/a -not a trail / parkland project
Ministry of Transportation				
Cheryl Davis, Manager(A) Environmental Policy Office Transportation Planning Branch Ministry of Transportation Garden City Tower 2nd Flr., 301 St. Paul St. St. Catharines ON L2R 7R4	Prefer electronic copies	T: 416-573-8548 cheryl.davis@ontario.ca	Parent Class EAs & individual EAs for Network Plans of provincial interest.	n/a
Regional Offices: The relevant offices should be circulated all individual and Class EAs that are transportation projects or are located within 400 metres of a provincial highway plus those that involve any of the following: a) potential for creation of more than a minimal change in traffic volumes/patterns on provincial highways; b) requirement for direct access to a provincial transportation facility; or c) requirement for access roads to areas where there were previously no roads.				
Michael Nadeau, Manager Engineering Program Delivery West Design and Engineering Branch Ministry of Transportation 659 Exeter Road, 2 nd Floor London ON N6E 1L3	2 hard copies	T: 226-688-4799 michael.nadeau@ontario.ca	Projects meeting above criteria in upper- or single-tier municipalities of Waterloo, Haldimand, Norfolk, Brant, Oxford, Perth, Wellington, Dufferin, Bruce, Huron, Grey, Elgin, Middlesex, Lambton, Chatham-Kent and Essex.	n/a

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<p>Rina Kulathinal, Manager Engineering Program Delivery Central Design and Engineering Branch Ministry of Transportation 159 Sir William Hearst Ave., 5th Floor, Building D Toronto ON M3M 0B7</p>	<p>2 hard copies</p>	<p>T: 416-454-1573 rina.kulathinal@ontario.ca</p>	<p>Projects meeting above criteria in upper- or single-tier municipalities of Hamilton, Niagara, Halton, Peel, Toronto, York, Simcoe and Durham.</p>	<p>n/a</p>
<p>Jenn Meleschuk, Manager Engineering Program Delivery East Design and Engineering Branch Ministry of Transportation 1355 John Counter Blvd, Postal Bag 4000 Kingston ON K7L 5A3</p>	<p>Prefers electronic version</p>	<p>T: 613-539-6231 jenn.meleschuk@ontario.ca</p>	<p>Projects meeting above criteria in upper- or single-tier municipalities of Northumberland, Kawartha Lakes and Haliburton eastward including Peterborough, Kingston and Ottawa areas.</p>	<p>n/a</p>
<p>Michelle McGrath, Manager Engineering Program Delivery Northeast Design and Engineering Branch Ministry of Transportation Ontario Government Complex 447 McKeown Ave. North Bay ON P1B 9S9</p>	<p>Electronic only</p>	<p>T: 289-783-3187 michelle.mcgrath@ontario.ca</p>	<p>Projects meeting above criteria in upper-tier municipalities of Muskoka, Parry Sound, Nipissing, Timiskaming, Cochrane, and Algoma including Sudbury, Sault Ste. Marie, North Bay and Timmins areas.</p>	<p>Contact with Tony DiFabio and Daniel Prelipcean Aug 2023. Sent PCC and supplement to Michelle and Cameron Cole – response no comments at this time. Cameron requested traffic brief.</p>
<p>Mike Satten (Dec, Jan 2023/2024) Ataur Rahman (Feb, Mar 2024) Manager Engineering Program Delivery Northwest Design and Engineering Branch Ministry of Transportation 615 James St. S., 3rd Flr Thunder Bay ON P7E 6P6</p>	<p>Electronic copy</p>	<p>T: 807-633-6316 mike.satten@ontario.ca T: 807-632-2910 ataur.rahman@ontario.ca</p>	<p>Projects meeting above criteria in upper-tier municipalities of Thunder Bay, Kenora and Rainy River.</p>	<p>n/a</p>

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FEDERAL AGENCIES				
Impact Assessment Agency of Canada				
<p>Amy Sen, Regional Director(A) Ontario Regional Office Impact Assessment Agency of Canada 55 York Street, Suite 600 Toronto ON M5J 1R7</p>	<p>Electronic (USB) version preferred</p>	<p>Switchboard T: 416-952-1576 ontarioregion-regiondontario@iaac-aeic.gc.ca</p> <p>Amy Sen: T: 416-505-1897 amy.sen@iaac-aeic.gc.ca</p>	<p>Contact must be initiated during proponent's pre-submission consultation with provincial and federal bodies. The Impact Assessment Agency of Canada (the Agency) manages the federal assessment process for designated projects that may require an assessment under the <i>Impact Assessment Act</i> (IAA).</p> <p>Any individual project that matches the description of a project type and meets or exceeds the established threshold set out in the <i>Physical Activities Regulations</i> (also known as the Project List) would be a <i>designated project</i> and would be subject to IAA. Under IAA, the proponent must provide the Agency with an initial project description if it is captured in the Project List.</p> <p>The project types in the Project List include national parks and protected areas; defence; mines and metal mills; nuclear facilities, including certain storage and long-term management or disposal facilities; oil, gas, and other fossil fuels; electrical transmission lines and pipelines; renewable energy; transport; hazardous waste; and water projects. For more information about IAA, please access the following link: https://www.canada.ca/en/impact-assessment-agency.html.</p> <p>If it appears that IAA applies to the proposed project, the proponent should contact the Agency switchboard at 416-952-1576.</p>	<p>Project is not on the list of IAA projects.</p>

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Canadian Nuclear Safety Commission				
Nana Kwamena, Director Environmental Review Division Canadian Nuclear Safety Commission 280 Slater Street PO Box 1046, Station B Ottawa ON K19 5S9	None	T: 343-543-6760 F: 613-995-5086 nana-owusua.kwamena@cnsccsn.gc.ca or er-ee@cnsccsn.gc.ca	All EAs related to nuclear facilities and/or operations.	Not a nuclear related project
CN Rail				
Public Works CN Rail 1 Administration Road Concord ON L4K 1B9	Electronic only	Proximity@cn.ca	Projects affecting railway lines. Technical advice and information only	CN Rail not nearby
CP Rail				
Tom Twigge, Director Project and Public Works CP Rail 1290 Central Parkway W., Mississauga ON L5C 4R3	Electronic and 1 hard copy	T: 905-803-5986 tom_twigge@cpr.ca Copy: liam_roney@cpr.ca and andreas_grammenz@cpr.ca	Project affecting the railway lines.	CP Rail not nearby
Environment and Climate Change Canada				
Rob Clavering, Manager Environmental Assessment Section Environmental Protection Branch – Ontario Region Environment and Climate Change Canada 4905 Dufferin St. Downsview ON M3H 5T4	Electronic (USB or download) version preferred	T: 416-458-9670 robert.clavering@ec.gc.ca	All individual EAs and Parent Class EAs (particularly those affecting an area of federal interest or responsibility), and only Class EAs or other streamlined EAs that also could fall under the Impact Assessment Act.	Made contact in Aug 2023, provided PCC notice, no response
Fisheries and Oceans Canada				
Information about projects near water, and a self-assessment process for determining if DFO review is required, is found at: http://www.dfo-mpo.gc.ca/pnw-ppe/index-eng.html Contact information for DFO by province: http://www.dfo-mpo.gc.ca/pnw-ppe/contact-eng.html	Consult DFO (if DFO review required)	See first column	Any EAs which may cause serious harm to fish. The <i>Fisheries Act</i> requires that projects avoid causing serious harm to fish unless authorized by the Minister of Fisheries and Oceans Canada. Serious harm to fish is defined in the <i>Fisheries Act</i> as “the death of fish or any permanent alteration to, or destruction of, fish habitat.” This applies to work being conducted in or near waterbodies that support fish that are part of or that support a	Not initially contacted, but groundwater fed watercourse identified to provide nutrients for fish, will require DFO approval for the construction of crossing, detailed item. FRi informed us that it would be a typical crossing after completion of a form. Do not need to consult with DFO.

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			<p>commercial, recreational or Indigenous fishery. An authorization from DFO under the <i>Fisheries Act</i> may be required.</p> <p>The need for EA circulation to DFO should be determined following the steps in the link provided at left.</p>	
Health Canada				
Impact Assessment Program – Ontario Region Regulatory Operations & Enforcement Branch Health Canada 180 Queen St. W Toronto ON M5V 3L7	1 electronic copy via email	hc.ia-on-ie-on.sc@canada.ca (Regional inbox monitored by staff)	No contact necessary; the Impact Assessment Agency of Canada will decide if this department needs to be notified of project (for federal impact assessment for projects under the Impact Assessment Act). No regulatory role in provincial environmental assessment process. Provides advice within mandate upon request (e.g., on human health matters not covered by provincial agencies). Expertise may be available on human health risks related to air quality, drinking and recreational water quality, country foods, noise, electric and magnetic fields, and radiation. They also have expertise on human health risk assessment (multimedia toxicology) and health impact assessment (determinants of health) methodology.	n/a
Kitty Ma, Ontario Regional Manager Regulatory Operations & Enforcement Branch Health Canada 180 Queen St. W Toronto ON M5V 3L7	None	T: 647-829-8295 kitty.ma@hc-sc.gc.ca	related to air quality, drinking and recreational water quality, country foods, noise, electric and magnetic fields, and radiation. They also have expertise on human health risk assessment (multimedia toxicology) and health impact assessment (determinants of health) methodology.	n/a
Joel Kaushansky, Impact Assessment Specialist Regulatory Operations & Enforcement Branch Health Canada 180 Queen St. W Toronto ON M5V 3L7	None	T: 343-550-6213 joel.kaushansky@hc-sc.gc.ca	Letter requesting expert advice should specify scope of project and assessment, the expertise requested, and sections of the EA to be reviewed.	n/a
Mr. Dae Y. Lee, Impact Assessment Specialist Regulatory Operations & Enforcement Branch Health Canada 180 Queen St. W Toronto ON M5V 3L7	None	T: 647-236-8186 daeyoung.lee@hc-sc.gc.ca		n/a
Umme Akhtar, Impact Assessment Specialist Regulatory Operations & Enforcement Branch Health Canada 180 Queen St. W Toronto ON M5V 3L7	None	T: 416-278-1757 umme.akhtar@hc-sc.gc.ca		n/a
Indigenous Services Canada and Crown-Indigenous Relations and Northern Affairs Canada				
Aboriginal and Treaty Rights Information System (ATRIS)		http://sidait-attris.aadnc-	ATRIS is a web-based mapping interface that provides information on the location and nature of	Not applicable to this project – already started correspondence with

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		aandc.gc.ca/atris_online/	established and potential Aboriginal and treaty rights. This website can be used to assist proponents in identifying potentially affected Indigenous communities for specific projects.	Indigenous communities
Indigenous Services Canada (ISC)		https://www.canada.ca/en/indigenous-services-canada.html	Works with partners to improve access to high quality services for First Nations, Inuit and Métis peoples of Canada and improve socio-economic conditions in Indigenous communities.	Not applicable to this project
Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC)		https://www.canada.ca/en/crown-indigenous-relations-northern-affairs.html	Responsible for managing relations between the Government of Canada and First Nations, Inuit and Métis peoples of Canada, based on a government-to-government relationship model.	Not applicable to this project
Transport Canada				
<p>Transport Canada does not require receipt of all individual or Class EA related notifications. Proponents are requested to self-assess if their project will interact with a federal property and require approval and/or authorization under any Acts administered by Transport Canada (see list to the right of the most common Acts that Transport Canada administers that have been applied to EA projects).</p> <p>If the proponent has determined that Transport Canada will not provide an approval/or authorization related to their project, Transport Canada is to be removed from the project distribution list.</p>	Electronic copy	EnviroOnt@tc.gc.ca	<p>Contact to see if they have an interest in the EA.</p> <p>Transport Canada does not require receipt of all individual or Class EA related notifications. We are requesting project proponents self-assess if their project:</p> <ol style="list-style-type: none"> 1. Will interact with a federal property and/or waterway by reviewing the Directory of Federal Real Property, available at www.tbs-sct.gc.ca/dfrp-rbif/; and 2. Will require approval and/or authorization under any Acts administered by Transport Canada* available at http://www.tc.gc.ca/eng/acts-regulations/menu.htm. <p>Projects that will occur on federal property prior to exercising a power, performing a function or duty in relation to that</p>	Project will not affect a federal property and will not require authorization under an Act.

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			<p>project, will be subject to a determination of the likelihood of significant adverse environmental effects, per Section 82 of the <i>Impact Assessment Act, 2019</i>.</p> <p>If the aforementioned does not apply, the Environmental Assessment program should not be included in any further correspondence and future notifications will not receive a response. If there is a role under the program, correspondence should be forwarded <i>electronically</i> to: EnviroOnt@tc.gc.ca with a brief description of Transport Canada's expected role.</p> <p>Summary of most common Acts administered by TC that have applied to projects in an EA context:</p> <ul style="list-style-type: none"> • Canadian Navigable Waters Act (CNWA) – the Act applies primarily to works constructed or placed in, on, over, under, through, or across navigable waters set out under the Act. The Navigation Protection Program administers the CNWA through the review and authorization of works affecting navigable waters. Information about the Program, CNWA and approval process is available at: http://www.tc.gc.ca/eng/programs-621.html. Enquiries can be directed to NPPONT@tc.gc.ca or by calling 519-383-1863. • Railway Safety Act (RSA) – provides the regulatory framework for railway safety, security, and some of the environmental impacts of railway operations in Canada. The Rail Safety Program develops and enforces regulations, 	

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			<p>rules, standards and procedures governing safe railway operations. Additional information about the Program is available at: https://www.tc.gc.ca/eng/railsafety/menu.htm. Enquiries can be directed to RailSafety@tc.gc.ca or by calling 613-998-2985.</p> <ul style="list-style-type: none"> • Transportation of Dangerous Goods Act (TDGA) – the transportation of dangerous goods by air, marine, rail and road is regulated under the TDGA. Transport Canada, based on risks, develops safety standards and regulations, provides oversight and gives expert advice on dangerous goods to promote public safety. Additional information about the transportation of dangerous goods is available at: https://www.tc.gc.ca/eng/tdg/safety-menu.htm. Enquiries can be directed to TDG-TMDOntario@tc.gc.ca or by calling 416-973-1868. • Aeronautics Act – Transport Canada has sole jurisdiction over aeronautics, which includes aerodromes and all related buildings or services used for aviation purposes. Aviation safety in Canada is regulated under this Act and the Canadian Aviation Regulations (CARs). Elevated Structures, such as wind turbines and communication towers, would be examples of projects that must be assessed for lighting and marking requirements in accordance with the CARs. Transport Canada also has an interest in projects that have the potential to cause 	

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			<p>interference between wildlife and aviation activities. One example would be waste facilities, which may attract birds into commercial and recreational flight paths. The Land Use In The Vicinity of Aerodromes publication recommends guidelines for and uses in the vicinity of aerodromes, available at: https://www.tc.gc.ca/eng/civilaviation/publications/t_p1247-menu-1418.htm. Enquires can be directed to tc.aviationservicesont-servicesaviationont.tc@tc.gc.ca or by calling 1-800-305-2059 / 416-952-0230.</p>	
Ottawa International Airport				
<p>Yvon Larochelle, Director of Environmental Services Ottawa International Airport Suite 2500 110 Airport Parkway Private Ottawa ON K1V 9B4</p>	<p>Prefers electronic copy</p>	<p>T: 613-248-2000 Ext. 1157 F: 613-248-2003 yvon.larochelle@yow.ca</p>	<p>Projects potentially affecting the Ottawa International Airport.</p>	<p>Not in the area</p>
Greater Toronto Airports Authority				
<p>Steven Thomas, Associate Director Climate Change and Environment Greater Toronto Airports Authority Lester B. Pearson International Airport 3111 Convair Drive, PO Box 6031 Mississauga ON L5P 1B2</p>	<p>Prefers electronic copy</p>	<p>T: 416-776-7613 steven.thomas@gtaa.com</p>	<p>Projects potentially affecting Pearson Airport and surrounding area including the 401, 427, 409 and 407, as well as those affecting east Pickering Airport site.</p>	<p>Not in the area</p>
<p>Aroni McCutcheon Greater Toronto Airports Authority Lester B. Pearson International Airport 3111 Convair Drive, PO Box 6031 Mississauga ON L5P 1B2</p>	<p>Prefers electronic copy</p>	<p>T: 437-419-0937 aroni.mccutcheon@gtaa.com</p>		<p>Not in the area</p>

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MUNICIPALITIES				
<p>It is the proponent's responsibility to distribute all EA-related material to the appropriate contact persons in the relevant departments at the affected lower-, upper- or single-tier municipality or municipalities. The municipality will determine which contacts will respond or if one will respond for all departments (excludes Fire Department, Police Department and School Boards which get their own circulation and provide their own comments or sign-off as they are designates of provincial ministries).</p> <p>The Environmental Assessment Act also requires that all Notices of Terms of Reference submission (section 6(3.3)) and all Notices of EA Submission (section 6.3(3)) be filed with the Clerk of each municipality in which the undertaking is to be carried out, but the Clerk is usually not the person designated by the municipality for providing comments or sign-offs on individual EAs or Class EAs.</p> <p>For a Municipal Directory and more information regarding Ontario municipalities please go to the following web pages: https://www.ontario.ca/page/list-ontario-municipalities https://secure.amcto.com/Directory/SearchDirectory http://www.amo.on.ca/</p>				<p>Working with the municipality as the owner</p>