

First_name	Last_Name	Job_Title	Company	Address	City	Postal_Code	Phone	Email
Municipality								
Matthew	Armstrong	CAO	Town of Prescott				613-925-2812,x62	marmstrong@prescott.ca
Shannon	Geraghty	CAO	Township of Augusta				613-925-4231,x10	sgeraghty@augusta.ca
Dave	Grant	CAO	Township of Edwardsburg/Cardinal				613-658-3055, x1	dsgrant@twpec.ca
Political Representation								
Michael	Barrett	MP	Member of Parliament	205-68 William St	Brockville	K6V 4V5	866-498-3096	Michael.Barrett@parl.gc.ca
Steve	Clark	MPP	Member of Provincial Parliament	Unit 305, 9 Broad St.	Brockville	K6V 6Z4	1-800-267-4408	Steve.Clarf@pc.ola.org
Provincial Government								
Jon	Orpana	Environmental Assessment Coordinator	MECP	1259 Gardiners Road, Unit 1	Kington	K7P 3J6	613-548-6917	jon.orpana@ontario.ca
James	Mahoney	Manager (Acting)	MECP	1259 Gardiners Road, Unit 1	Kington	K7P 3J6	613-548-6902	james.mahoney@ontario.ca
Karen	Handford	Supervisor	Ministry of Natural Resources and Forestry	31 Riverside Dr.	Pembroke	K8A 6X4	613-585-3877	karen.handford@ontario.ca
Jonh	O'Neil	Rural Planner	OMAFRA	59 Ministry Road, PO Box 2004	Kemptville	K0G 1J0	613-258-8341	john.o'neil@ontario.ca
Michael	Elms	Manager	Ministry of Municipal Affairs & Housing	Rockwoord House, 8 Estate Lane	Kingston	K7M 9A8	613-545-2132	michael.elms@ontario.ca
Katherine	Kirzati	Heritage Planner	Ministry of Tourism, Culture and Sport	401 Bay Street	Toronto	M7A 0A7	416-314-7643	katherine.kirzati@ontario.ca
Kimberly	Livingston	Culture Division						kimberly.livingstone@ontario.ca
Karla	Barboza	Heritage Planning Unit	Ministry of Tourism, Culture and Sport					<a href="mailto:Barboza, Karla (MTCs) <Karla.Barboza@ontario.ca>">Barboza, Karla (MTCs) &ltKarla.Barboza@ontario.ca>
Jack	Mallon	Heritage Planner	Ministry of Tourism, Culture and Sport					jack.mallon@ontario.ca
Joseph	Harvey	Heritage Planner	Ministry of Tourism, Culture and Sport					joseph.harvey@ontario.ca
Tarique	Kamal	Corridor Management Senior Project Manager - East Operations	Ministry of Transportation Regional Offices	1355 John Counter Boulevard	Kingston	K7L 5A3	613-301-5425	
Heather	Levecque	Director	Indigenous Relations	9th Floor, 160 Bloor St. East	Toronto	M7A 2E6	416-325-7032	heather.levecque@ontario.ca
Federal Government								
Anjala	Puvananathan	Director	Canadian Environmental Assessment Agency	55 St. Clair Avenue East, Rm 907	Toronto	M4T 1M2	416-953-1575	anjala.puvananathan@ceaa-acee.gc.ca
Anne	Scotton	Regional Director General	Indigenous Affairs and Northern Development	25 St. Clair Avenue East, 8th Fl	Toronto	M4T 1M2	416-973-1255	anne.scotton@aadnc-aandc.gc.ca
Calvin	Kemm	Sr. Environmental Review and Approvals Officer	EA and Indigenous Consultation				613-292-8120	calvin.kemm@infcc.gc.ca
Agencies								
Dr. Linna	Li	Medical Officer of Health	Leeds, Grenville and Lark District Health Unit		Brockville		1-800-660-5853	
James	Holland		South Nation Conservation				1-877-984-2948	jholland@nation.on.ca
Rick	Kester	Director of Public Works	Leeds Grenville	25 Central Ave	Brockville	K6V 6N4	1-800-770-2170	bdehaan@sdgcounties.ca
First Nation Groups								
Property Owners								



NOTICE OF STUDY COMMENCEMENT



MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT EXPANSION OF PRESCOTT'S WATER AND WASTEWATER SYSTEMS

In 2021, the Town of Prescott and the Township of Augusta jointly completed a Lands Needs Study. The results of this study identified a mutual benefit for the extension of municipal water and wastewater services from Prescott into Augusta. The municipalities will study and then identify the infrastructure requirements to undertake the solution, as identified in the Land Needs Study.



The project is being planned following the Schedule C process in the Municipal Class Environmental Assessment 2003.

Project Contacts include:

Town of Prescott – Matthew Armstrong, CAO, 613-925-2812, x6220, marmstrong@prescott.ca

Township of Augusta – Shannon Geraghty, CAO, 613-925-4231, sgeraghty@augusta.ca

EVB Engineering – Marco Vincelli, Project Manager, 613-935-3775,
marco.vincelli@evbengineering.com

Public, Indigenous community and stakeholder input and comment are invited, for incorporation into the planning and design of this project and will be received until May 15, 2024. Subject to the identification of a preferred plan to expand the water and wastewater systems, and the receipt of the necessary approvals, the municipalities intends to proceed with this project in the next ten years.

Please note that ALL personal information is collected, maintained and disclosed by the Ministry of the Environment, Conservation and Parks for the purposes 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 Section 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 is issued April 17, 2024.

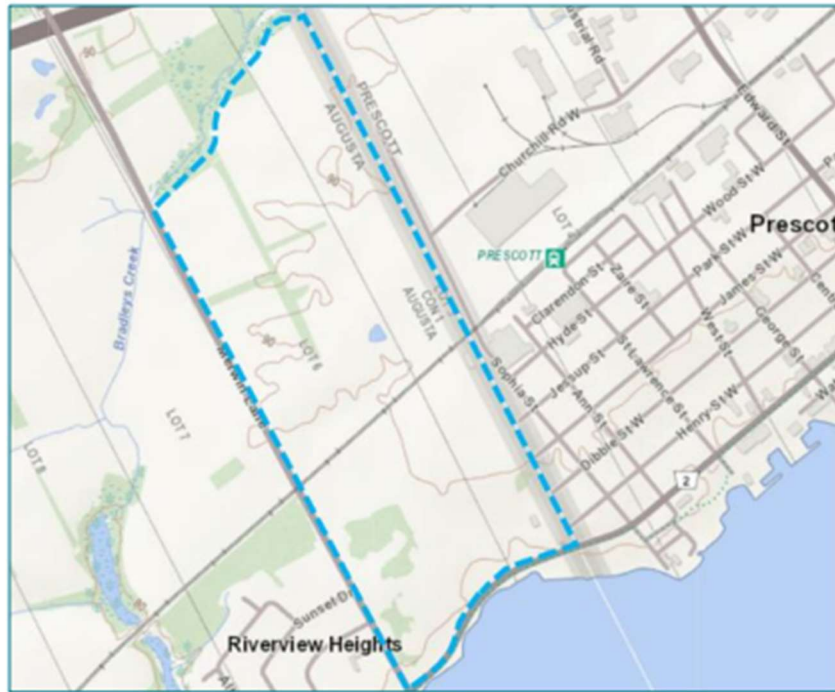
Notice of Public information Centre

Prescott Wastewater Treatment Plant Expansion

The Town of Prescott owns and operates the Prescott Wastewater Collection and Wastewater Treatment Plant. The wastewater system currently services all of the Town of Prescott, the industrial park in the Township of Edwardsburgh-Cardinal and developments in the Township of Augusta along the boundary with the Town. The Town of Prescott (Prescott) and the Township of Augusta (Augusta) completed a Land Needs Study and identified a mutual benefit for sharing wastewater collection and treatment services in the Township of Augusta along the western boundary of Prescott.

Prescott has further investigated the needs of the existing Prescott Wastewater Collection System and Prescott Wastewater Treatment Plant to determine any upgrades that are required to maintain the system in operation and then to expand the system further to the west.

Prescott and Augusta have initiated the environmental assessment process to evaluate the options for expansion of the services to the west.



This project is being planned under **Schedule C** of the **Municipal Class Environmental Assessment**. Subject to comments received as a result of this Notice, and the receipt of necessary approvals, the municipalities will proceed with phase 4 of the EA process, prior to initiating design and construction.

A Public Consultation Centre has been arranged to review and receive input from the public about the alternative solutions, and the preliminary identification of a Preferred Solution. The format of the Public Consultation Centre will be an informal open house held at the Grand Room, 2nd floor, 360 Dibble Street West:

Date: March 26th, 2025

Time: 4:30pm to 7:30pm

If you are not available to attend the Public Consultation Centre you may request a PDF copy of the presentation boards from Matthew Armstrong, CAO, Town of Prescott.

STUDY CONTACTS

All those with an interest in the study are urged to attend. If you have any questions or wish to be added to the study mailing list, please contact:

Matthew Armstrong
CAO
Town of Prescott
360 Dibble Street West, P.O. Box 160
Prescott, ON K0E 1T0
T: 613-925-2812
marmstrong@prescott.ca

Shannon Geraghty
CAO
Township of Augusta
3560 County Road 26
Prescott, ON K0E 1T0
T: 613-925-4231
sgeraghty@augusta.ca

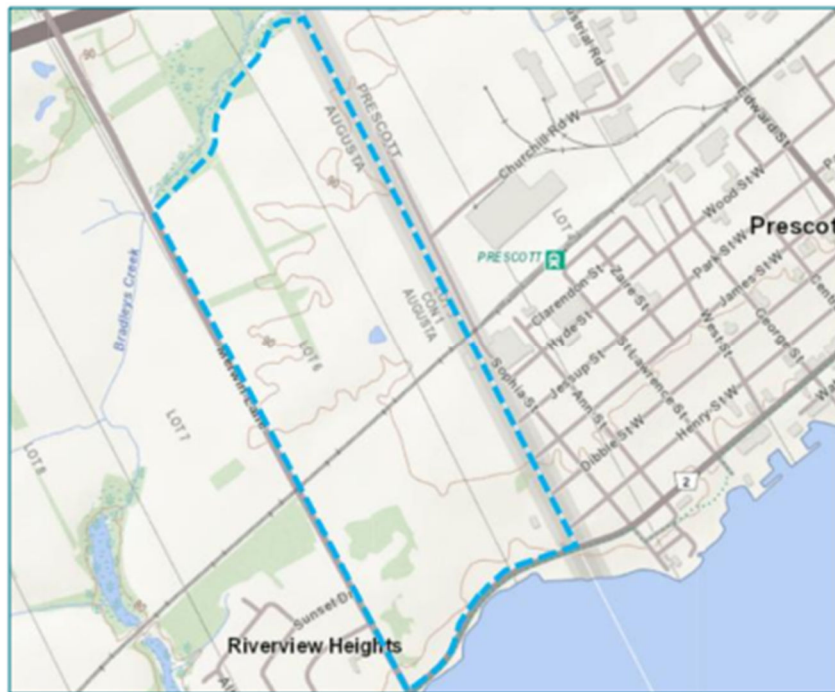
Marco Vincelli
Project Manager, EVB Engineering
800 Second Street West, Cornwall, ON K6J 5J9
marco.vincelli@evbengineering.com

This Notice is Issued on March 16, 2025.

Notice of 2nd Public information Centre Prescott Wastewater Treatment Plant Expansion

The Town of Prescott owns and operates the Prescott Wastewater Collection and Wastewater Treatment Plant. The wastewater system currently services all of the Town of Prescott, the industrial park in the Township of Edwardsburgh-Cardinal and developments in the Township of Augusta along the boundary with the Town. The Town of Prescott (Prescott) and the Township of Augusta (Augusta) have further investigated the needs of the existing Prescott Wastewater Collection System and Prescott Wastewater Treatment Plant to determine the upgrades that are required to maintain the system in operation and then to expand the system further to the west.

The scope for the expansion of the system will include the expansion of the WWTP, modifications to Sewage Pumping Station #5, two new Sewage Pumping Stations in Augusta along with the main trunk sewer and water transmission main.



A 2nd Public Information Center (PIC) is being scheduled to present the preferred design concept for the provision of municipal water and wastewater to the expanded service area.

The PIC will be held as an informal “Open House” with materials pertaining to the study on display, and members of the project team on hand to answer questions and discuss issues related to the project.

Public Information Centre #2

Date: November 26th, 2025

Time: 4:00pm to 6:00pm

Location: Grand Room, 2nd floor, 360 Dibble Street West

If you are not available to attend the Public Information Centre you may request a PDF copy of the presentation boards from Matthew Armstrong, CAO, Town of Prescott.

STUDY CONTACTS

All those with an interest in the study are urged to attend. If you have any questions or wish to be added to the study mailing list, please contact:

Matthew Armstrong
CAO
Town of Prescott
360 Dibble Street West, P.O. Box 160
Prescott, ON K0E 1T0
T: 613-925-2812
marmstrong@prescott.ca

Shannon Geraghty
CAO
Township of Augusta
3560 County Road 26
Prescott, ON K0E 1T0
T: 613-925-4231
sgeraghty@augusta.ca

Marco Vincelli
Project Manager, EVB Engineering
800 Second Street West, Cornwall, ON K6J 5J9
marco.vincelli@evbengineering.com

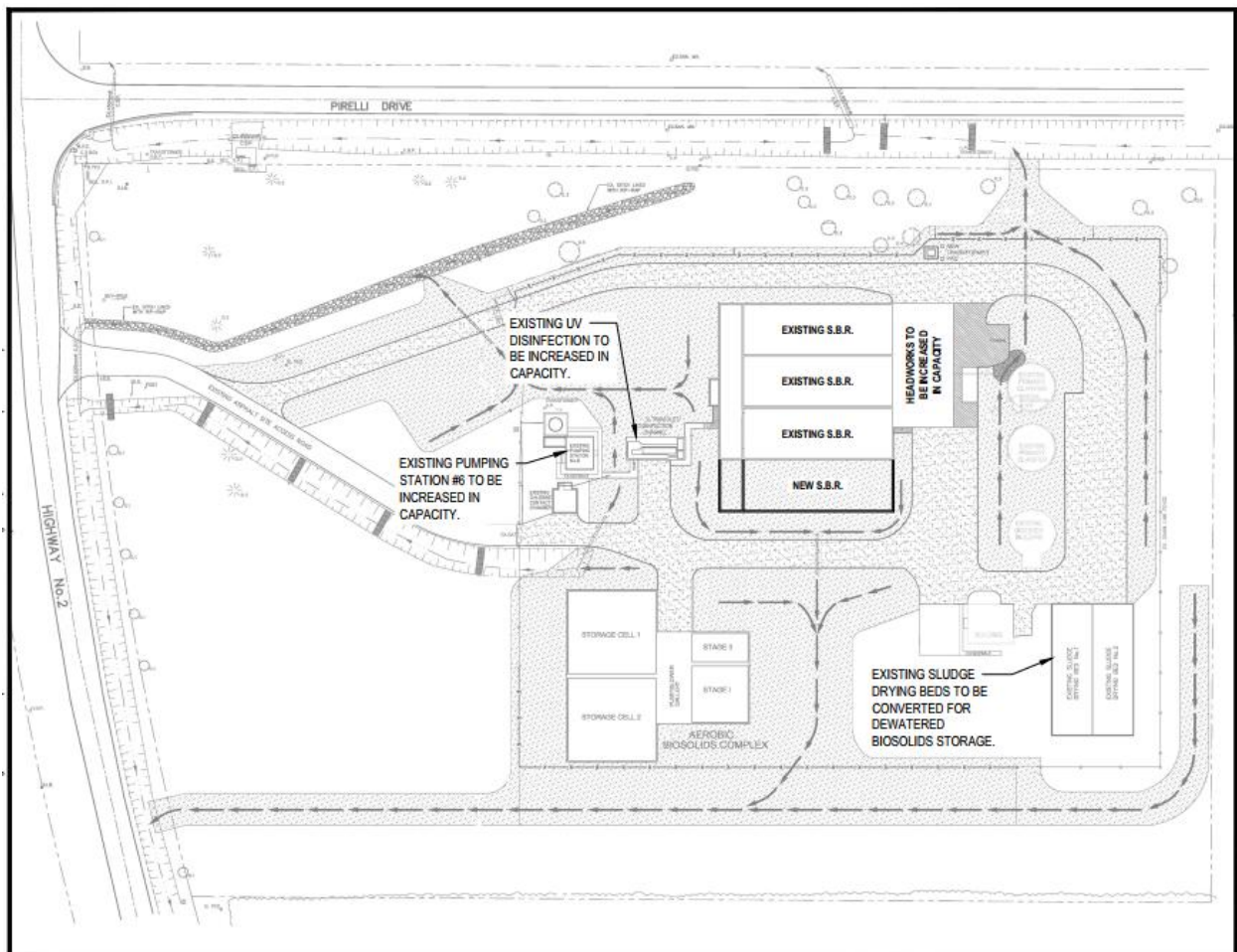
This Notice is Issued on November 18, 2025.

Notice of Completion

Prescott Wastewater Treatment Plant Expansion

The Town of Prescott owns and operates the Prescott Wastewater Collection and Wastewater Treatment Plant. The wastewater system currently services all of the Town of Prescott, the industrial park in the Township of Edwardsburgh-Cardinal and developments in the Township of Augusta along the boundary with the Town. The Town of Prescott (Prescott) and the Township of Augusta (Augusta) have further investigated the needs of the existing Prescott Wastewater Collection System and Prescott Wastewater Treatment Plant to determine the upgrades that are required to maintain the system in operation and then to expand the system further to the west.

The scope for the expansion of the system will include the expansion of the WWTP, modifications to Sewage Pumping Station #5, two new Sewage Pumping Stations in Augusta along with the main trunk sewer and water transmission main.



The Town has planned this project through the Schedule "C" process of the Municipal Class Environmental Assessment (2023). As such, public and technical agency consultation played a key role in developing the study recommendations.

An Environmental Study Report (ESR) documenting the planning process undertaken, details of the study recommendations as well as potential impacts and mitigation measures, has been completed and is being made available for public review. Subject to comments received following this Notice and the receipt of approvals, the Town intends to proceed with construction of the recommended project as outlined in the ESR.

The ESR is available for review on the Town's website (www.prescott.ca) and at the Town Hall (360 Dibble Street West) during regular hours of operation Monday to Friday.

Interested persons may provide written comments to our project team by **January 15, 2026**. All comments and concerns should be sent directly to the Town of Prescott at the **360 Dibble Street West, P.O. Box 160, Prescott, ON K0E 1T0, marmstrong@prescott.ca**.

In addition, a request to the Minister of the Environment, Conservation and Parks for an order imposing additional conditions or requiring a comprehensive environmental assessment may be made on the grounds that the requested order may prevent, mitigate or remedy adverse impacts on constitutionally protected Aboriginal and treaty rights. Requests should include your full name and contact information.

Requests should specify what kind of order is being requested (additional conditions or a comprehensive environmental assessment), explain how an order may prevent, mitigate or remedy potential adverse impacts, and can include supporting information.

The request should be sent to:

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

and

Director, Environmental Assessment Branch
Ministry of the Environment, Conservation and Parks
135 St. Clair Ave. W, 1st Floor
Toronto ON, M4V 1P5
EABDirector@ontario.ca

Requests should also be sent to the Town of Prescott by mail or e-mail. Please visit the ministry's website for more information on requests for orders under section 16 of the *Environmental Assessment Act* at: <https://www.ontario.ca/page/classenvironmental-assessments-part-ii-order>

All personal information included in your request – such as name, address, telephone number and property location – is collected, under the authority of section 30 of the *Environmental Assessment Act* and is collected and maintained for the purpose of creating a record that is available to the general public. As this information is collected for the purpose of a public record, the protection of personal information provided in the *Freedom of Information and Protection of Privacy Act* (FIPPA) does not apply (s.37). 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.

This Notice is Issued on December 15, 2025.



Prescott Wastewater Treatment Plant

Environmental Assessment

Public Information Centre

March 26, 2025



Project Drivers

- Three Sewage Pumping Stations require capacity increases, including the replacement of their standby power system.
- Biosolids management at the Prescott Wastewater Treatment Plant needs to be expanded to meet current and future needs.
- Town of Prescott and Township of Augusta have identified mutual benefit for the extension of services to a larger area to the west of Prescott.
 - The servicing of the area to the west will require the construction of additional sewage pumping stations to convey the flow to the Prescott Wastewater Collection System
- There are components of the Prescott Wastewater Treatment Plant that are reaching the end of their useful service life and require rehabilitation and/or replacement.



Problem Definition

There is a need to address components of the Prescott Water Treatment Plant as well as consideration for the expansion of wastewater servicing to the West of Prescott with mutual benefit to the Town of Prescott and the Township of Augusta.



Environmental Assessment Process

In Ontario, municipal wastewater projects are subject to the provisions of the Municipal Class Environmental Assessment. The Class Environmental Assessment (Class EA) is an approved planning document which describes the process which municipalities must follow to meet the requirements of the Environmental Assessment Act (EAA) of Ontario.

The Class EA process requires:

- Consultation with the general public and agencies potentially affected by the proposed project;
- Consideration of a reasonable range of alternatives; and
- Documentation of the planning process.



Prescott Wastewater Collection System

The Prescott Wastewater Collection System conveys sewage from the west and north ends of Prescott to the east via a series of gravity sewers and four sewage pumping stations.

In order to service additional growth in Augusta, upgrades to the rated capacities of SPS #3, #4 and #5 will be required in order to ensure the conveyance capacity of the system is not exceeded at any point.



Wastewater Collection System Extension to West

The Land Needs Study, completed by Prescott and Augusta, identified the benefit to both communities for the servicing of new residential and commercial growth in Augusta, along the western boundary with Prescott.

The Land Needs Study addressed potential servicing options for these properties.

— Watermain

— Sewage Forcemain



New SPS



Prescott Wastewater Treatment Plant

Stormwater
Attenuation

Headworks

Sequential
Batch Reactors

UV Disinfection



Biosolids drying beds

Aerobic Digesters

Biosolids Storage

Sewage Pumping
Station #6



Alternative Solutions

The Environmental Assessment process requires that all reasonable alternatives be considered during the evaluation. This typically includes:

1. Do Nothing
2. Optimize Existing Plant
3. Expand Existing Plant
4. Construction of new WWTP



Alternative Solutions

Alternative Solution 1 – “Do Nothing”

- Typically, this alternative maintains the “status quo” presenting the operations staff with the task of operating the existing plant to the best of its ability.
- This scenario:
 - results in the Prescott WWTP being unable to service the full extent of the projected growth area.
 - does not address the capacity issues in the existing Sewage Pumping Stations.
 - does not address biosolids management.
- This solution does not provide a comprehensive solution to the problem identified and it is not recommended as a long-term solution.



Alternative Solutions

Alternative Solution 2 – Optimization of the Existing WWTP

- This alternative reviews the possibility of optimizing the existing WWTP to enable a higher flow through the existing system.
- Based on the inability of many of the unit processes to handle higher flows, the opportunity to gain 1/3 capacity through the optimization process is very limited.
- The biosolids management system cannot be further optimized.
- This alternative does not provide a comprehensive solution and is not recommended.



Alternative Solutions

Alternative Solution 3 – Expansion on the Existing Site

- This alternative reviews the possibility of expanding the existing WWTP to increase its design flow. This will include expanding the:
 - Influent screens
 - Grit removal system
 - Sequencing batch reactors by constructing fourth tank
 - UV Disinfection System
 - Biosolids storage by adding a dewatering unit and covered storage
 - Blowers by installing an additional blower
 - Increasing pipe sizes through the plant
- This alternative will incorporate as much of the existing infrastructure as possible to minimize capital cost and construction time.



Alternative Solutions

Alternative Solution 4 – Construction of a New WWTP

- This alternative reviews the possibility of building a new WWTP.
- This alternative would require all new infrastructure and eliminate the cost savings of re-using components of the existing WWTP.
- It would likely be the most-costly alternative with the longest lead-times.
- As the existing WWTP has designed for an expansion through the addition of a fourth sequencing batch reactor, there is no financial benefit of considering this solution.



Evaluation of the Alternative Solutions

	“Do Nothing”	Optimize Plant	Expand on Existing Site	Build on New Site
ADVANTAGES	<ul style="list-style-type: none"> •Status Quo •No additional cost 		<ul style="list-style-type: none"> •Maximizes reuse of existing WWTP components • Reuse existing Raw Sewage Pumping Station and forcemain • Land is available on existing site • Address problems that were identified 	<ul style="list-style-type: none"> • Addresses problems that were identified
DISADVANTAGES	<ul style="list-style-type: none"> • Limits Growth • Infrastructure will continue to degrade • Does not reduce operating costs 	<ul style="list-style-type: none"> • Plant is hydraulically stressed and cannot be optimized 	<ul style="list-style-type: none"> • Cost associated with the expansion 	<ul style="list-style-type: none"> • If built on the same property, would be closer to the road. •Otherwise, new property would be needed. •Cost
COST			\$32M	\$62M
			RECOMMENDED	

Next Steps

- Confirm effluent limits with the Ministry of the Environment, Conservation and Parks,
- Further analysis to determine preferred solution for the design configuration.
- Final Public Information Centre (tentative May 2025)





Prescott Wastewater Treatment Plant

Environmental Assessment

Public Information Centre #2

November 26, 2025



Project Drivers

- Three Sewage Pumping Stations require capacity increases, including the replacement of their standby power system.
- Biosolids management at the Prescott Wastewater Treatment Plant needs to be expanded to meet current and future needs.
- Town of Prescott and Township of Augusta have identified mutual benefit for the extension of services to a larger area to the west of Prescott.
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- There are components of the Prescott Wastewater Treatment Plant that are reaching the end of their useful service life and require rehabilitation and/or replacement.



Environmental Assessment Process

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The Class EA process requires:

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- Consideration of a reasonable range of alternatives; and
- Documentation of the planning process.



Prescott Wastewater Collection System

The Prescott Wastewater Collection System conveys sewage from the west and north ends of Prescott to the east via a series of gravity sewers and four sewage pumping stations.

In order to service additional growth in Augusta, upgrades to the rated capacities of SPS #5 as well as the forcemain between SPS#5 and SPS#6.



Wastewater Collection System Extension to West

The Land Needs Study, completed by Prescott and Augusta, identified the benefit to both communities for the servicing of new residential and commercial growth in Augusta, along the western boundary with Prescott.

The Land Needs Study addressed potential servicing options for these properties.

- Watermain
- Sewage Forcemain

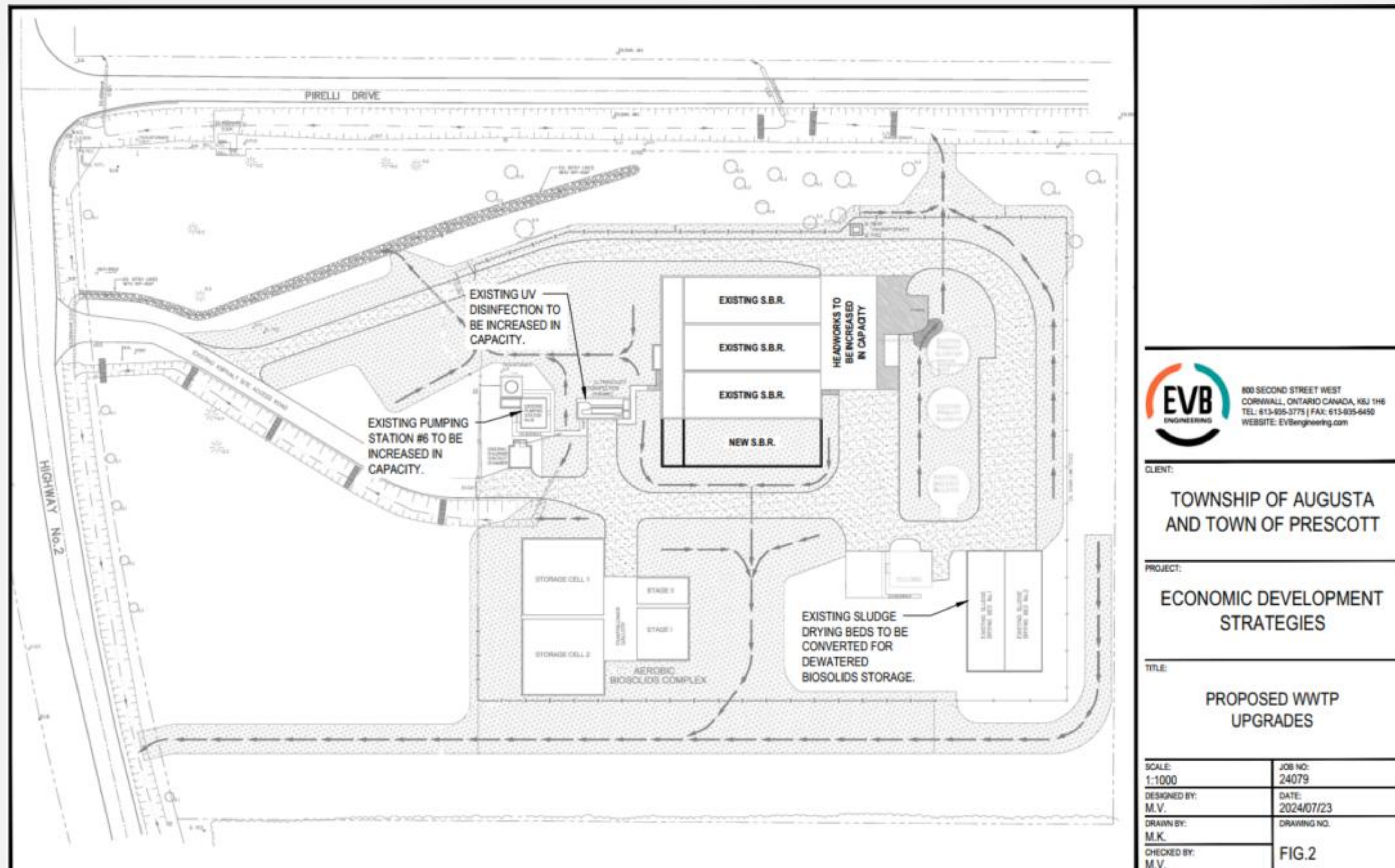


New SPS



Preferred Solution - Treatment

Alternative Solution 3 – Expansion on the Existing Site



Next Steps

- The Preferred Solution:
 - Addresses linear requirements through the incorporation of two sewage pumping stations in Augusta, as well as upgrades to SPS#5 and SPS#6 in Prescott, including a new forcemain from SPS#5 to SPS#6.
 - Should new properties tie into the existing sewers on King Street W, upgrades to the rated capacity of SPS#3 and SPS#4 may also be required.
 - Addresses treatment capacity by moving forward with the expansion of the Prescott WWTP to a four-basin sequencing batch reactor system as it was originally designed to accommodate the fourth tank.
 - Optimizes the reuse of existing infrastructure.
 - All construction on the existing site (limits off-site impacts).
 - Lowest cost alternative to achieve the required capacity.
 - Town to publish Notice of Completion and initiate detailed design of the expansion.



**Ministry of the Environment,
Conservation and Parks**

**Ministère de l'Environnement,
de la Protection de la nature
et des Parcs**

Environmental Assessment
Branch

Direction des évaluations
environnementales

1st Floor
135 St. Clair Avenue W
Toronto ON M4V 1P5
Tel.: 416 314-8001
Fax.: 416 314-8452

Rez-de-chaussée
135, avenue St. Clair Ouest
Toronto ON M4V 1P5
Tél. : 416 314-8001
Télé. : 416 314-8452

April 24, 2024

Town of Prescott,
Matthew Armstrong, CAO
Email: marmstrong@prescott.ca

Township of Augusta,
Shannon Geraghty, CAO
Email: sgeraghty@augusta.ca

BY EMAIL ONLY

Reg: **MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT EXPANSION OF PRESCOTT'S
WATER AND WASTEWATER SYSTEMS – MECP Notice of Commencement Response**

Dear Matthew Armstrong and Shannon Geraghty,

This letter is in response to the Notice of Commencement for the above noted project issued April 17th, 2024. The Ministry of the Environment, Conservation and Parks (MECP) acknowledges that the Proponent has indicated that the study is following the approved environmental planning process for a Schedule C project(s) under the Municipal Class Environmental Assessment (Class EA).

THE STUDY

In 2021, the Town of Prescott and the Township of Augusta jointly completed a Lands Needs Study. The results of this study identified a mutual benefit for the extension of municipal water

and wastewater services from Prescott into Augusta. The municipalities will study and then identify the infrastructure requirements to undertake the solution, as identified in the Land Needs Study.

MECP Areas of Interest

The **updated (August 2022)** attached “Areas of Interest” document provides guidance regarding the ministry’s interests with respect to the Class EA process. Please address all areas of interest in the EA documentation at an appropriate level for the EA study. Proponents who address all the applicable areas of interest can minimize potential delays to the project schedule. **Further information is provided at the end of the Areas of Interest document relating to recent changes to the Environmental Assessment Act through Bill 197, Covid-19 Economic Recovery Act 2020.**

These types of projects will also benefit from a pre-consultation to discuss items related to surface water, assimilative capacity, effluent limits etc. related to both the MEA process and the subsequent ECA processes. Please let us know when you would like to discuss these and other items of interest and I can set up a meeting with relevant MECP staff.

The Crown has a legal duty to consult Aboriginal communities when it has knowledge, real or constructive, of the existence or potential existence of an Aboriginal or treaty right and contemplates conduct that may adversely impact that right. Before authorizing this project, the Crown must ensure that its duty to consult has been fulfilled, where such a duty is triggered. Although the duty to consult with Aboriginal peoples is a duty of the Crown, the Crown may delegate procedural aspects of this duty to project proponents while retaining oversight of the consultation process.

The proposed project may have the potential to affect Aboriginal or treaty rights protected under Section 35 of Canada’s *Constitution Act* 1982. Where the Crown’s duty to consult is triggered in relation to the proposed project, **the MECP is delegating the procedural aspects of rights-based consultation to the proponent through this letter.** The Crown intends to rely on the delegated consultation process in discharging its duty to consult and maintains the right to participate in the consultation process as it sees fit.

Based on information provided to date and the Crown’s preliminary assessment the proponent is required to consult with the following communities who have been identified as potentially affected by the proposed project(s).

- **Algonquins of Ontario (AOO)**
- **Algonquins of Pikwàkanagàn First Nation**
- **Mohawk Council of Akwesasne**

If the proponent has undertaken archeological studies and are required to undertake any work related to archeological resources, they should also include:

- **Huron-Wendat**

Steps that the proponent may need to take in relation to Aboriginal consultation for the proposed project are outlined in the “[Code of Practice for Consultation in Ontario’s Environmental Assessment Process](#)”. Additional information related to Ontario’s Environmental Assessment Act is available online at: www.ontario.ca/environmentalassessments.

Please also refer to the attached document “A Proponent’s Introduction to the Delegation of Procedural Aspects of consultation with Aboriginal Communities” for further information, including the MECP’s expectations for EA report documentation related to consultation with communities.

The proponent must contact the Director of Environmental Assessment Branch (EABDirector@ontario.ca) under the following circumstances after initial discussions with the communities identified by the MECP:

- Aboriginal or treaty rights impacts are identified to you by the communities;
- You have reason to believe that your proposed project may adversely affect an Aboriginal or treaty right;
- Consultation with Indigenous communities or other stakeholders has reached an impasse; or
- A Section 16 Order request is expected on the basis of impacts to Aboriginal or treaty rights.

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

A draft copy of the report should be sent directly to me prior to the filing of the final report, allowing a minimum of 30 days for the ministry’s technical reviewers to provide comments.

Please also ensure a copy of the final notice is sent to the ministry’s Eastern Region EA notification email account (eanotification.eregion@ontario.ca) after the draft report is reviewed and finalized.

Should you or any members of your project team have any questions regarding the material above, please contact me at jon.orpana@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Orpana".

Jon Orpana

Regional Environmental Planner – Eastern Region

Email – jon.orpana@ontario.ca

Cc:

Mahmod Mahmod, Water Compliance Supervisor, Kingston District Office, MECP

Email mahmod.mahmod@ontario.ca

Marco Vincelli

Project Manager

EVb Engineering

Email – marco.vincelli@evbengineering

Encl. Areas of Interest

AREAS OF INTEREST (v. August 2022)

It is suggested that you check off each section after you have considered / addressed it.

☐ Planning and Policy

- Applicable plans and policies should be identified in the report, and the proponent should describe how the proposed project adheres to the relevant policies in these plans.
 - Projects located in MECP Central, Eastern or West Central Region may be subject to [A Place to Grow: Growth Plan for the Greater Golden Horseshoe](#) (2020).
 - Projects located in MECP Central or Eastern Region may be subject to the [Oak Ridges Moraine Conservation Plan](#) (2017) or the [Lake Simcoe Protection Plan](#) (2014).
 - Projects located in MECP Central, Southwest or West Central Region may be subject to the [Niagara Escarpment Plan](#) (2017).
 - Projects located in MECP Central, Eastern, Southwest or West Central Region may be subject to the [Greenbelt Plan](#) (2017).
 - Projects located in MECP Northern Region may be subject to the [Growth Plan for Northern Ontario](#) (2011).
- The [Provincial Policy Statement](#) (2020) contains policies that protect Ontario's natural heritage and water resources. Applicable policies should be referenced in the report, and the proponent should describe how the proposed project is consistent with these policies.
- In addition to the provincial planning and policy level, the report should also discuss the planning context at the municipal and federal levels, as appropriate.

☐ Source Water Protection

The *Clean Water Act*, 2006 (CWA) aims to protect existing and future sources of drinking water. To achieve this, several types of vulnerable areas have been delineated around surface water intakes and wellheads for every municipal residential drinking water system that is located in a source protection area. These vulnerable areas are known as a Wellhead Protection Areas (WHPAs) and surface water Intake Protection Zones (IPZs). Other vulnerable areas that have been delineated under the CWA include Highly Vulnerable Aquifers (HVAs), Significant Groundwater Recharge Areas (SGRAs), Event-based modelling areas (EBAs), and Issues Contributing Areas (ICAs). Source protection plans have been developed that include policies to address existing and future risks to sources of municipal drinking water within these vulnerable areas.

Projects that are subject to the Environmental Assessment Act that fall under a Class EA, or one of the Regulations, have the potential to impact sources of drinking water if they occur in designated vulnerable areas or in the vicinity of other at-risk drinking water systems (i.e. systems that are not municipal residential systems). MEA Class EA projects may include activities that, if located in a vulnerable area, could be a threat to sources of drinking water (i.e. have the potential to adversely affect the quality or quantity of drinking water sources) and the activity could therefore be subject to policies in a source protection plan. Where an activity poses a risk to drinking water, policies in the local source protection plan may impact how or where that activity is undertaken. Policies may prohibit certain activities, or they may require risk management measures for these activities. Municipal Official Plans, planning decisions, Class EA projects (where the project includes an activity that is a threat to drinking water) and prescribed instruments must conform with policies that address significant risks to drinking water and must have regard for policies that address moderate or low risks.

- The proponent should identify the source protection area and should clearly document how the proximity of the project to sources of drinking water (municipal or other) and any delineated vulnerable areas was considered and assessed. Specifically, the report should discuss whether or not the project is located in a vulnerable area and provide applicable details about the area.
- If located in a vulnerable area, proponents should document whether any project activities are prescribed drinking water threats and thus pose a risk to drinking water (this should be consulted on with the appropriate Source Protection Authority). Where an activity poses a risk to drinking water, the proponent must document and discuss in the report how the project adheres to or has regard to applicable policies in the local source protection plan. This section should then be used to inform and be reflected in other sections of the report, such as the identification of net positive/negative effects of alternatives, mitigation measures, evaluation of alternatives etc.
- While most source protection plans focused on including policies for significant drinking water threats in the WHPAs and IPZs it should be noted that even though source protection plan policies may not apply in HVAs, these are areas where aquifers are sensitive and at risk to impacts and within these areas, activities may impact the quality of sources of drinking water for systems other than municipal residential systems.
- In order to determine if this project is occurring within a vulnerable area, proponents can use this mapping tool: <http://www.applications.ene.gov.on.ca/swp/en/index.php>. Note that various layers (including WHPAs, WHPA-Q1 and WHPA-Q2, IPZs, HVAs, SGRAs, EBAs, ICAs) can be turned on through the “Map Legend” bar on the left. The mapping tool will also provide a link to the appropriate source protection plan in order to identify what policies may be applicable in the vulnerable area.
- For further information on the maps or source protection plan policies which may relate to their project, proponents must contact the appropriate source protection authority.

Please consult with the local source protection authority to discuss potential impacts on drinking water. Please document the results of that consultation within the report and include all communication documents/correspondence.

More Information

For more information on the *Clean Water Act*, source protection areas and plans, including specific information on the vulnerable areas and drinking water threats, please refer to [Conservation Ontario's website](#) where you will also find links to the local source protection plan/assessment report.

A list of the prescribed drinking water threats can be found in [section 1.1 of Ontario Regulation 287/07](#) made under the *Clean Water Act*. In addition to prescribed drinking water threats, some source protection plans may include policies to address additional "local" threat activities, as approved by the MECP.

☐ Climate Change

The document "[Considering Climate Change in the Environmental Assessment Process](#)" (Guide) is now a part of the Environmental Assessment program's Guides and Codes of Practice. The Guide sets out the MECP's expectation for considering climate change in the preparation, execution and documentation of environmental assessment studies and processes. The guide provides examples, approaches, resources, and references to assist proponents with consideration of climate change in EA. Proponents should review this Guide in detail.

- The MECP expects proponents of projects under a Class EA or EA Act Regulation to:
 1. Consider during the assessment of alternative solutions and alternative designs, the following:
 - a. the project's expected production of greenhouse gas emissions and impacts on carbon sinks (climate change mitigation); and
 - b. resilience or vulnerability of the undertaking to changing climatic conditions (climate change adaptation).
 2. Include a discrete section in the report detailing how climate change was considered in the EA.

How climate change is considered can be qualitative or quantitative in nature and should be scaled to the project's level of environmental effect. In all instances, both a project's impacts on climate change (mitigation) and impacts of climate change on a project (adaptation) should be considered.

- The MECP has also prepared another guide to support provincial land use planning direction related to the completion of energy and emission plans. The "[Community Emissions Reduction Planning: A Guide for Municipalities](#)" document is designed to educate stakeholders on the municipal opportunities to reduce energy and greenhouse

gas emissions, and to provide guidance on methods and techniques to incorporate consideration of energy and greenhouse gas emissions into municipal activities of all types. We encourage you to review the Guide for information.

□ Air Quality, Dust and Noise

- If there are sensitive receptors in the surrounding area of this project, a quantitative air quality/odour impact assessment will be useful to evaluate alternatives, determine impacts and identify appropriate mitigation measures. The scope of the assessment can be determined based on the potential effects of the proposed alternatives, and typically includes source and receptor characterization and a quantification of local air quality impacts on the sensitive receptors and the environment in the study area. The assessment will compare to all applicable standards or guidelines for all contaminants of concern.
- If a quantitative Air Quality Impact Assessment is not required for the project, the MECP expects that the report contain a qualitative assessment which includes:
 - A discussion of local air quality including existing activities/sources that significantly impact local air quality and how the project may impact existing conditions;
 - A discussion of the nearby sensitive receptors and the project's potential air quality impacts on present and future sensitive receptors;
 - A discussion of local air quality impacts that could arise from this project during both construction and operation; and
 - A discussion of potential mitigation measures.
- Dust and noise control measures should be addressed and included in the construction plans to ensure that nearby residential and other sensitive land uses within the study area are not adversely affected during construction activities.
- The MECP recommends that non-chloride dust-suppressants be applied. For a comprehensive list of fugitive dust prevention and control measures that could be applied, refer to [*Cheminfo Services Inc. Best Practices for the Reduction of Air Emissions from Construction and Demolition Activities*](#) report prepared for Environment Canada. March 2005.
- The report should consider the potential impacts of increased noise levels during the operation of the completed project. The proponent should explore all potential measures to mitigate significant noise impacts during the assessment of alternatives.

- Noise associated with a proposed transformer station should be evaluated. Note that any noise monitoring and assessment should be conducted in accordance with the requirements of MECP guidelines, such as MECP Publication NPC-233, *“Information to be Submitted for Approval of Stationary Sources of Sound”*.
- In order to address potential noise impacts of the transformer station, it may be necessary to first monitor ambient noise levels prior to the installation of the transformer station, and to then conduct a noise assessment after the transformer station is installed and operational. Depending on the results of these studies and the proximity to sensitive receptors, remedial measures may be needed to address noise generated by the transformer station.

☐ Ecosystem Protection and Restoration

- Any impacts to ecosystem form and function must be avoided where possible. The report should describe any proposed mitigation measures and how project planning will protect and enhance the local ecosystem.
- Natural heritage and hydrologic features should be identified and described in detail to assess potential impacts and to develop appropriate mitigation measures. The following sensitive environmental features may be located within or adjacent to the study area:
 - Key Natural Heritage Features: Habitat of endangered species and threatened species, fish habitat, wetlands, areas of natural and scientific interest (ANSIs), significant valleylands, significant woodlands; significant wildlife habitat (including habitat of special concern species); sand barrens, savannahs, and tallgrass prairies; and alvars.
 - Key Hydrologic Features: Permanent streams, intermittent streams, inland lakes and their littoral zones, seepage areas and springs, and wetlands.
 - Other natural heritage features and areas such as: vegetation communities, rare species of flora or fauna, Environmentally Sensitive Areas, Environmentally Sensitive Policy Areas, federal and provincial parks and conservation reserves, Greenland systems etc.

We recommend consulting with the Ministry of Natural Resources and Forestry (MNRF), Fisheries and Oceans Canada (DFO) and your local conservation authority to determine if special measures or additional studies will be necessary to preserve and protect these sensitive features.

☐ Species at Risk

- The Ministry of the Environment, Conservation and Parks has now assumed responsibility of Ontario's Species at Risk program. Information, standards, guidelines, reference materials and technical resources to assist you are found at <https://www.ontario.ca/page/species-risk>.
- The Client's Guide to Preliminary Screening for Species at Risk (Draft May 2019) has been attached to the covering email for your reference and use. Please review this document for next steps.
- For any questions related to subsequent permit requirements, SAR Considerations etc., proponents / consultants should contact SAROntario@ontario.ca.

☐ Surface Water

- The report must include enough information to demonstrate that there will be no negative impacts on the natural features or ecological functions of any watercourses within the study area. Measures should be included in the planning and design process to ensure that any impacts to watercourses from construction or operational activities (e.g. spills, erosion, pollution) are mitigated as part of the proposed undertaking.
- Additional stormwater runoff from new pavement can impact receiving watercourses and flood conditions. Quality and quantity control measures to treat stormwater runoff should be considered for all new impervious areas and, where possible, existing surfaces. The ministry's [Stormwater Management Planning and Design Manual \(2003\)](#) should be referenced in the report and utilized when designing stormwater control methods.
- A Stormwater Management Plan prepared as part of the Class EA process should include:
 - Strategies to address potential water quantity and erosion impacts related to stormwater draining into streams or other sensitive environmental features, and to ensure that adequate (enhanced) water quality is maintained
 - Watershed information, drainage conditions, and other relevant background information
 - Future drainage conditions, stormwater management options, information on erosion and sediment control during construction, and other details of the proposed works
 - Information on maintenance and monitoring commitments.
- Any potential approval requirements for surface water taking or discharge should be identified in the report. A Permit to Take Water (PTTW) under the OWRA will be

required for any water takings that exceed 50,000 L/day, except for certain water taking activities that have been prescribed by the Water Taking EASR Regulation – *O. Reg. 63/16*. These prescribed water-taking activities require registration in the EASR instead of a PTTW. Please review the [Water Taking User Guide for EASR](#) for more information. Additionally, an Environmental Compliance Approval under the OWRA is required for municipal stormwater management works.

☐ Groundwater

- The status of, and potential impacts to any well water supplies should be addressed. If the project involves groundwater takings or changes to drainage patterns, the quantity and quality of groundwater may be affected due to drawdown effects or the redirection of existing contamination flows. In addition, project activities may infringe on existing wells such that they must be reconstructed or sealed and abandoned. Appropriate information to define existing groundwater conditions should be included in the report.
- If the potential construction or decommissioning of water wells is identified as an issue, the report should refer to Ontario Regulation 903, Wells, under the OWRA.
- Potential impacts to groundwater-dependent natural features should be addressed. Any changes to groundwater flow or quality from groundwater taking may interfere with the ecological processes of streams, wetlands or other surficial features. In addition, discharging contaminated or high volumes of groundwater to these features may have direct impacts on their function. Any potential effects should be identified, and appropriate mitigation measures should be recommended. The level of detail required will be dependent on the significance of the potential impacts. For example, where construction of transmission towers is proposed, any pile driving into the subsurface that is required for steel pile type tower foundations, particularly to the bedrock surface at depth, may have an adverse effect on local groundwater resources.
- Any potential approval requirements for groundwater taking or discharge should be identified in the report. A Permit to Take Water (PTTW) under the OWRA will be required for any water takings that exceed 50,000 L/day, with the exception of certain water taking activities that have been prescribed by the Water Taking EASR Regulation – *O. Reg. 63/16*. These prescribed water-taking activities require registration in the EASR instead of a PTTW. Please review the [Water Taking User Guide for EASR](#) for more information.
- Consultation with the railroad authorities is necessary wherever there is a plan to use construction dewatering in the vicinity of railroad lines or where the zone of influence of the construction dewatering potentially intercepts railroad lines.

- Groundwater should be protected from the potential for spills, dewatering and wood pole preservative during construction. A plan should be in place for preventing and dealing with spills. All spills that could potentially cause damage to the environment should be reported to the Spills Action Centre of the Ministry of the Environment, Conservation and Parks at 1-800-268-6060.

☐ Excess Materials Management

- In December 2019, MECP released a new regulation under the Environmental Protection Act, titled “[On-Site and Excess Soil Management](#)” (O. Reg. 406/19) to support improved management of excess construction soil. This regulation is a key step to support proper management of excess soils, ensuring valuable resources don’t go to waste and to provide clear rules on managing and reusing excess soil. New risk-based standards referenced by this regulation help to facilitate local beneficial reuse which in turn will reduce greenhouse gas emissions from soil transportation, while ensuring strong protection of human health and the environment. The new regulation is being phased in over time, with the first phase in effect on January 1, 2021. For more information, please visit <https://www.ontario.ca/page/handling-excess-soil>.
- The report should reference that activities involving the management of excess soil should be completed in accordance with O. Reg. 406/19 and the MECP’s current guidance document titled “[Management of Excess Soil – A Guide for Best Management Practices](#)” (2014).
- All waste generated during construction must be disposed of in accordance with ministry requirements

☐ Contaminated Sites

- Any current or historical waste disposal sites should be identified in the report. The status of these sites should be determined to confirm whether approval pursuant to Section 46 of the EPA may be required for land uses on former disposal sites. We recommend referring to the [MECP’s D-4 guideline](#) for land use considerations near landfills and dumps.
- Resources available may include regional/local municipal official plans and data; provincial data on [large landfill sites](#) and [small landfill sites](#); Environmental Compliance Approval information for waste disposal sites on [Access Environment](#).
- Other known contaminated sites (local, provincial, federal) in the study area should also be identified in the report (Note – information on federal contaminated sites is found on the Government of Canada’s [website](#)).

- The location of any underground storage tanks should be investigated in the report. Measures should be identified to ensure the integrity of these tanks and to ensure an appropriate response in the event of a spill. The ministry's Spills Action Centre must be contacted in such an event.
- Since the removal or movement of soils may be required, appropriate tests to determine contaminant levels from previous land uses or dumping should be undertaken. If the soils are contaminated, you must determine how and where they are to be disposed of, consistent with *Part XV.1 of the Environmental Protection Act* (EPA) and Ontario Regulation 153/04, Records of Site Condition, which details the new requirements related to site assessment and clean up. Consideration of potential environmental contamination should be given following regulatory guidance where the project involves decommissioning of facilities. Please contact the appropriate MECP District Office for further consultation if contaminated sites are present.
- Where poles are being removed that have been chemically treated, we recommend that the proponent consider soil testing to determine the extent of any related soil contamination. Soil testing may be contingent on factors such as proximity to water bodies or wetlands, proximity to wells, locations where poles are being removed but not replaced, and the treatment chemicals used (i.e. chromated copper arsenate (CCA) or creosote). In the case of poles which have been treated with CCA or creosote, testing for arsenic, copper and creosote should be completed.

☐ Servicing, Utilities and Facilities

- The report should identify any above or underground utilities in the study area such as transmission lines, telephone/internet, oil/gas etc. The owners should be consulted to discuss impacts to this infrastructure, including potential spills.
- The report should identify any servicing infrastructure in the study area such as wastewater, water, stormwater that may potentially be impacted by the project.
- Any facility that releases emissions to the atmosphere, discharges contaminants to ground or surface water, provides potable water supplies, or stores, transports or disposes of waste must have an Environmental Compliance Approval (ECA) before it can operate lawfully. Please consult with MECP's Environmental Permissions Branch to determine whether a new or amended ECA will be required for any proposed infrastructure.
- We recommend referring to the ministry's [environmental land use planning guides](#) to ensure that any potential land use conflicts are considered when planning for any infrastructure or facilities related to wastewater, pipelines, landfills or industrial uses.

☐ Mitigation and Monitoring

- Contractors must be made aware of all environmental considerations so that all environmental standards and commitments for both construction and operation are met. Mitigation measures should be clearly referenced in the report and regularly monitored during the construction stage of the project. In addition, we encourage proponents to conduct post-construction monitoring to ensure all mitigation measures have been effective and are functioning properly.
- Design and construction reports and plans should be based on a best management approach that centres on the prevention of impacts, protection of the existing environment, and opportunities for rehabilitation and enhancement of any impacted areas.
- The proponent's construction and post-construction effects monitoring strategies and programs must be documented in the report.
- The proponent must consider cumulative effects when planning projects. The assessment will include the proposed undertaking and any other proposed undertakings in the immediate project area where documentation is available (e.g. other environmental assessments).

☐ Consultation

- The report must demonstrate how the consultation provisions of the Class EA have been fulfilled, including documentation of all stakeholder consultation efforts undertaken during the planning process. This includes a discussion in the report that identifies concerns that were raised and describes how they have been addressed by the proponent throughout the planning process. The report should also include copies of comments submitted on the project by interested stakeholders, and the proponent's responses to these comments (as directed by the Guide to Environmental Assessment Requirements for Electricity Projects to include full documentation).
- Please include the full stakeholder distribution/consultation list in the documentation.

☐ Class EA Process

- The report should provide clear and complete documentation of the planning process in order to allow for transparency in decision-making.

- The Class EA requires the consideration of the effects of each alternative on all aspects of the environment (including planning, natural, social, cultural, economic, technical). The report should include a level of detail (e.g. hydrogeological investigations, terrestrial and aquatic assessments, cultural heritage assessments) such that all potential impacts can be identified, and appropriate mitigation measures can be developed. Any supporting studies conducted during the Class EA process should be referenced and included as part of the report.
- Please include in the report a list of all subsequent permits or approvals that may be required for the implementation of the preferred alternative, including but not limited to, MECP's PTTW, EASR Registrations and ECAs, conservation authority permits, species at risk permits, MTO permits and approvals under the *Impact Assessment Act*, 2019.
- Ministry guidelines and other information related to the issues above are available at <http://www.ontario.ca/environment-and-energy/environment-and-energy>. We encourage you to review all the available guides and to reference any relevant information in the report.

Amendments to the EAA through the Covid-19 Economic Recovery Act, 2020

Once the report is finalized, the proponent must issue a Notice of Completion providing a minimum 30-day period during which documentation may be reviewed and comment and input can be submitted to the proponent. The Notice of Completion must be sent to the appropriate MECP Regional Office email address (for projects in MECP Eastern Region, the email is eanotification.Eregion@ontario.ca).

The public has the ability to request a higher level of assessment on a project if they are concerned about potential adverse impacts to constitutionally protected Aboriginal and treaty rights. In addition, the Minister may issue an order on his or her own initiative within a specified time period. The Director (of the Environmental Assessment Branch) will issue a Notice of Proposed Order to the proponent if the Minister is considering an order for the project within 30 days after the conclusion of the comment period on the Notice of Completion. At this time, the Director may request additional information from the proponent. Once the requested information has been received, the Minister will have 30 days within which to make a decision or impose conditions on your project.

Therefore, the proponent cannot proceed with the project until at least 30 days after the end of the comment period provided for in the Notice of Completion. Further, the proponent may not proceed after this time if:

- a Section 16 Order request has been submitted to the ministry regarding potential adverse impacts to constitutionally protected Aboriginal and treaty rights, or
- the Director has issued a Notice of Proposed order regarding the project.

Please ensure that the Notice of Completion advises that outstanding concerns are to be directed to the proponent for a response, and that in the event there are outstanding concerns regarding potential adverse impacts to constitutionally protected Aboriginal and treaty rights, Section 16 Order requests on those matters should be addressed in writing to:

Minister

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

and

Director, Environmental Assessment Branch
Ministry of Environment, Conservation and Parks
135 St. Clair Ave. W, 1st Floor
Toronto ON, M4V 1P5
EABDirector@ontario.ca

Client's Guide to Preliminary Screening for Species at Risk

***Ministry of the Environment, Conservation and Parks
Species at Risk Branch, Permissions and Compliance
DRAFT - May 2019***

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1.0 Purpose, Scope, Background and Context

1.1 Purpose of this Guide

This guide has been created to:

- help clients better understand their obligation to gather information and complete a preliminary screening for species at risk before contacting the ministry,
- outline guidance and advice clients can expect to receive from the ministry at the preliminary screening stage,
- help clients understand how they can gather information about species at risk by accessing publicly available information housed by the Government of Ontario, and
- provide a list of other potential sources of species at risk information that exist outside the Government of Ontario.

It remains the client's responsibility to:

- carry out a preliminary screening for their projects,
- obtain best available information from all applicable information sources,
- conduct any necessary field studies or inventories to identify and confirm the presence or absence of species at risk or their habitat,
- consider any potential impacts to species at risk that a proposed activity might cause, and
- comply with the *Endangered Species Act* (ESA).

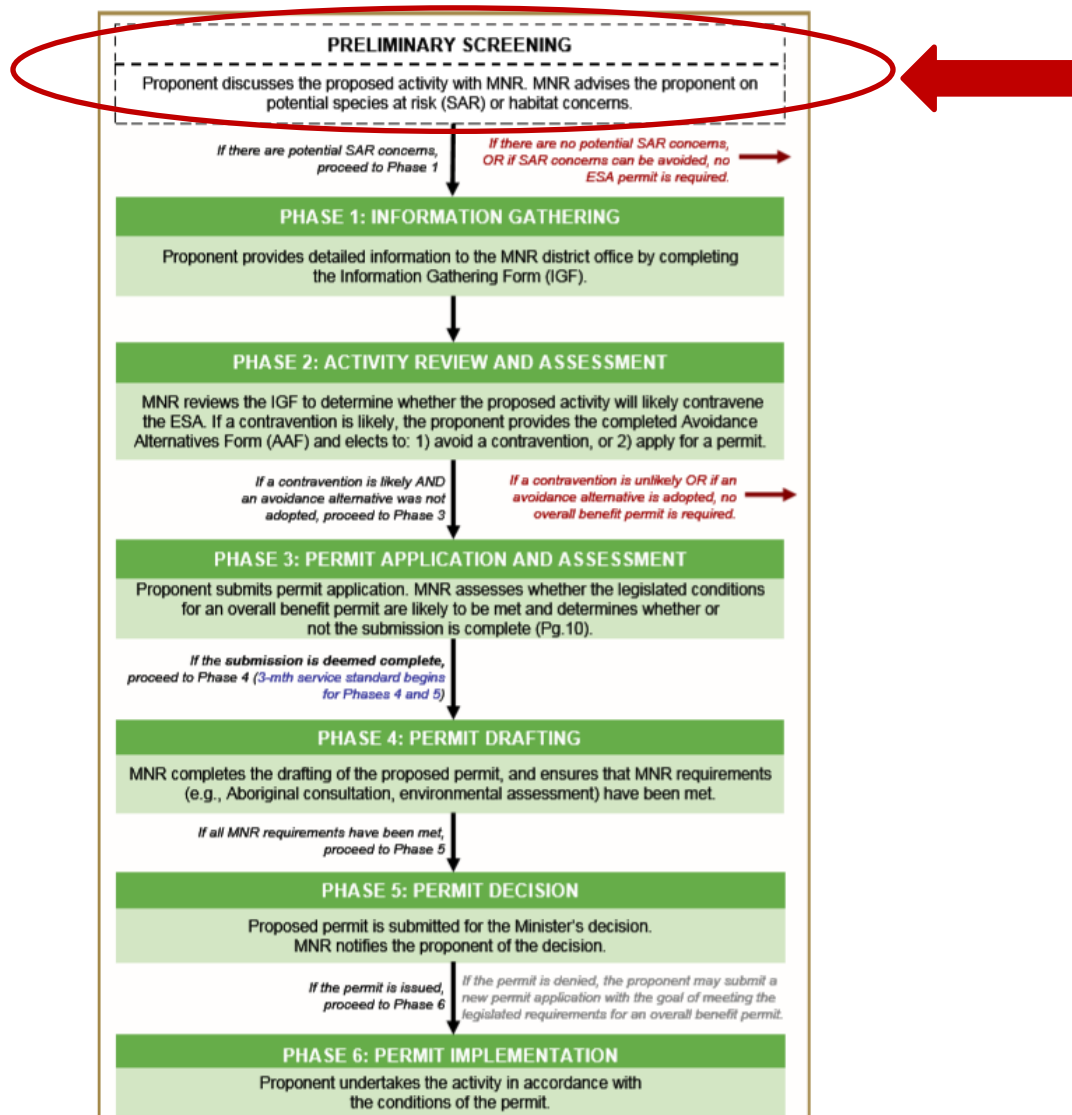
To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide, at a minimum, prior to contacting Government of Ontario ministry offices for further information or advice.

1.2 Scope

This guide is a resource for clients seeking to understand if their activity is likely to impact species at risk or if they are likely to trigger the need for an authorization under the ESA. It is not intended to circumvent any detailed site surveys that may be necessary to document species at risk or their habitat nor to circumvent the need to assess the impacts of a proposed activity on species at risk or their habitat. This guide is not an exhaustive list of available information sources for any given area as the availability of information on species at risk and their habitat varies across the province. This guide is intended to support projects and activities carried out on Crown and private land, by private landowners, businesses, other provincial ministries and agencies, or municipal government.

1.3 Background and Context

To receive advice on their proposed activity, clients must first determine whether any species at risk or their habitat exist or are likely to exist at or near their proposed activity, and whether their proposed activity is likely to contravene the ESA. Once this step is complete, clients may contact the ministry at SAROntario@ontario.ca to discuss the main purpose, general methods, timing and location of their proposed activity as well as information obtained about species at risk and their habitat at, or near, the site. At this stage, the ministry can provide advice and guidance to the client about potential species at risk or habitat concerns, measures that the client is considering to avoid adverse effects on species at risk or their habitat and whether additional field surveys are advisable. This is referred to as the “Preliminary Screening” stage. For more information on additional phases in the diagram below, please refer to the *Endangered Species Act Submission Standards for Activity Review and 17(2)(c) Overall Benefit Permits* policy available online at <https://www.ontario.ca/page/species-risk-overall-benefit-permits>



2.0 Roles and Responsibilities

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

Step 1: Client seeks information regarding species at risk or their habitat that exist, or are likely to exist, at or near their proposed activity by referring to all applicable information sources identified in this guide.

Step 2: Client reviews and consider guidance on whether their proposed activity is likely to contravene the ESA (see section 3.4 of this guide for guidance on what to consider).

Step 3: Client gathers information identified in the checklist in section 4 of this guide.

Step 4: Client contacts the ministry at SAROntario@ontario.ca to discuss their preliminary screening. Ministry staff will ask the client questions about the main purpose, general methods, timing and location of their proposed activity as well as information obtained about species at risk and their habitat at, or near, the site. Ministry staff will also ask the client for their interpretation of the impacts of their activity on species at risk or their habitat as well as measures the client has considered to avoid any adverse impacts.

Step 5: Ministry staff will provide advice on next steps.

Option A: Ministry staff may advise the client they can proceed with their activity without an authorization under the ESA where the ministry is confident that:

- no protected species at risk or habitats are likely to be present at or near the proposed location of the activity; or
- protected species at risk or habitats are known to be present but the activity is not likely to contravene the ESA; or
- through the adoption of avoidance measures, the modified activity is not likely to contravene the ESA.

Option B: Ministry staff may advise the client to proceed to Phase 1 of the overall benefit permitting process (i.e. Information Gathering in the previous diagram), where:

- there is uncertainty as to whether any protected species at risk or habitats are present at or near the proposed location of the activity; or
- the potential impacts of the proposed activity are uncertain; or
- ministry staff anticipate the proposed activity is likely to contravene the ESA.

3.0 Information Sources

Land Information Ontario (LIO) and the Natural Heritage Information Centre (NHIC) maintain and provide information about species at risk, as well as related information about fisheries, wildlife, crown lands, protected lands and more. This information is made available to organizations, private individuals, consultants, and developers through online sources and is often considered under various pieces of legislation or as part of regulatory approvals and planning processes.

The information available from LIO or NHIC and the sources listed in this guide should not be considered as a substitute for site visits and appropriate field surveys. Generally, this information can be regarded as a starting point from which to conduct further field surveys, if needed. While this data represents best available current information, it is important to note that a lack of information for a site does not mean that species at risk or their habitat are not present. There are many areas where the Government of Ontario does not currently have information, especially in more remote parts of the province. The absence of species at risk location data at or near your site does not necessarily mean no species at risk are present at that location. On-site assessments can better verify site conditions, identify and confirm presence of species at risk and/or their habitats.

Information on the location (i.e. observations and occurrences) of species at risk is considered sensitive and therefore publicly available only on a 1km square grid as opposed to as a detailed point on a map. This generalized information can help you understand which species at risk are in the general vicinity of your proposed activity and can help inform field level studies you may want to undertake to confirm the presence, or absence of species at risk at or near your site.

Should you require specific and detailed information pertaining to species at risk observations and occurrences at or near your site on a finer geographic scale; you will be required to demonstrate your need to access this information, to complete data sensitivity training and to obtain a Sensitive Data Use License from the NHIC. Information on how to obtain a license can be found online at <https://www.ontario.ca/page/get-natural-heritage-information>.

Many organizations (e.g. other Ontario ministries, municipalities, conservation authorities) have ongoing licensing to access this data so be sure to check if your organization has this access and consult this data as part of your preliminary screening if your organization already has a license.

3.1 Make a Map: Natural Heritage Areas

The Make a Natural Heritage Area Map (available online at http://www.gisapplication.lrc.gov.on.ca/mamnh/Index.html?site=MNR_NHLUPS_NaturalHeritage&viewer=NaturalHeritage&locale=en-US) provides public access to natural heritage information, including species at risk, without the user needing to have Geographic Information System (GIS) capability. It allows users to view and identify generalized species at risk information, mark areas of interest, and create and print a custom map directly from the web application. The tool also shows topographic information such as roads, rivers, contours and municipal boundaries.

Users are advised that sensitive information has been removed from the natural areas dataset and the occurrences of species at risk has been generalized to a 1-kilometre grid to mitigate the risks to the species (e.g. illegal harvest, habitat disturbance, poaching).

The web-based mapping tool displays natural heritage data, including:

- Generalized Species at risk occurrence data (based on a 1-km square grid),
- Natural Heritage Information Centre data.

Data cannot be downloaded directly from this web map; however, information included in this application is available digitally through Land Information Ontario (LIO) at <https://www.ontario.ca/page/land-information-ontario>.

3.2 Land Information Ontario (LIO)

Most natural heritage data is publicly available. This data is managed in a large provincial corporate database called the LIO Warehouse and can be accessed online through the LIO Metadata Management Tool at <https://www.javacoeapp.lrc.gov.on.ca/geonetwork/srv/en/main.home>. This tool provides descriptive information about the characteristics, quality and context of the data. Publicly available geospatial data can be downloaded directly from this site.

While most data are publicly available, some data may be considered highly sensitive (i.e. nursery areas for fish, species at risk observations) and as such, access to some data maybe restricted.

3.3 Additional Species at Risk Information Sources

- The Breeding Bird Atlas can be accessed online at <http://www.birdsontario.org/atlas/index.jsp?lang=en>
- eBird can be accessed online at <https://ebird.org/home>
- iNaturalist can be accessed online at <https://www.inaturalist.org/>
- The Ontario Reptile and Amphibian Atlas can be accessed online at <https://ontarionature.org/programs/citizen-science/reptile-amphibian-atlas>
- Your local Conservation Authority. Information to help you find your local Conservation Authority can be accessed online at <https://conservationontario.ca/conservation-authorities/find-a-conservation-authority/>

Local naturalist groups or other similar community-based organizations

- Local Indigenous communities
- Local land trusts or other similar Environmental Non-Government Organizations
- Field level studies to identify if species at risk, or their habitat, are likely present or absent at or near the site.
- When an activity is proposed within one of the continuous caribou ranges, please be sure to consider the caribou Range Management Policy. This policy includes figures and maps of the continuous caribou range, can be found online at <https://www.ontario.ca/page/range-management-policy-support-woodland-caribou-conservation-and-recovery>

3.4 Information Sources to Support Impact Assessments

- Guidance to help you understand if your activity is likely to adversely impact species at risk or their habitat can be found online at <https://www.ontario.ca/page/policy-guidance-harm-and-harass-under-endangered-species-act> and <https://www.ontario.ca/page/categorizing-and-protecting-habitat-under-endangered-species-act>
- A list of species at risk in Ontario is available online at <https://www.ontario.ca/page/species-risk-ontario>. On this webpage, you can find out more about each species, including where it lives, what threatens it and any specific habitat protections that apply to it by clicking on the photo of the species.

4.0 Check-List

Please feel free to use the check list below to help you confirm you have explored all applicable information sources and to support your discussion with Ministry staff at the preliminary screening stage.

- ✓ Land Information Ontario (LIO)
- ✓ Natural Heritage Information Centre (NHIC)
- ✓ The Breeding Bird Atlas
- ✓ eBird
- ✓ iNaturalist
- ✓ Ontario Reptile and Amphibian Atlas
- ✓ List Conservation Authorities you contacted: _____

- ✓ List local naturalist groups you contacted: _____

- ✓ List local Indigenous communities you contacted: _____

- ✓ List any other local land trusts or Environmental Non-Government Organizations you contacted: _____

- ✓ List and field studies that were conducted to identify species at risk, or their habitat, likely to be present or absent at or near the site: _____

- ✓ List what you think the likely impacts of your activity are on species at risk and their habitat (e.g. damage or destruction of habitat, killing, harming or harassing species at risk): _____



TECHNICAL MEMORANDUM

PROJECT: Prescott WWTP EA
DATE: July 7, 2025
TO: Laurel Rudd (MECP), Jon Orpana (MECP)
FROM: Marco Vincelli (EVB), Meara MacDonell (EVB)
RE: Assimilative Capacity Assessment

1 INTRODUCTION

1.1 BACKGROUND

The Prescott Wastewater Treatment Plant (WWTP) is located on the north side of Highway 2 in the Township of Edwardsburg/Cardinal, east of the Town of Prescott. The plant, constructed in the 1970s, was upgraded in 2007 to a rated capacity of 4,728 m³/d.

EVB is proposing an increase in plant capacity to an average daily flow (ADF) of 6,304 m³/d, and a peak instantaneous flow (PIF) of 21,600 m³/d.

As shown in the CORMIX Mixing Report for the Prescott Wastewater Treatment Plant by EVB Engineering, dated April 10, 2025, the current effluent objectives and limits can accommodate the increase in loadings, with the exception of Total Ammonia Nitrogen in the May-November discharge period. It is recommended to decrease this limit to 3.5 mg/L to ensure a non-toxic effluent, with an effluent objective of 2.5 mg/L. Since the current process consistently achieves ammonia concentrations well below the new effluent objective, no additional treatment methods are required to meet the updated standard. The new proposed effluent objectives and limits are shown in Table 1-1.

Table 1-1 - Proposed Prescott WWTP Effluent Objectives and Limits

Effluent Parameter	Effluent Objective	Effluent Limit
cBOD ₅	15 mg/L	25
Total Suspended Solids	15 mg/L	25
Total Phosphorus	0.5 mg/L	1
Total Ammonia Nitrogen	2.5 mg/L (May 1 to Nov 30) 4 mg/L (Dec 1 to Apr 30)	3.5 mg/L (May 1 to Nov 30) 8 mg/L (Dec 1 to Apr 30)
E. coli	150 organisms/100 mL	200 organisms/100 mL
Toxicity to Rainbow Trout and Daphnia magna		Non-acutely lethal (no more than 50% mortality)
pH	Maintained within the range of 6.0 - 9.5	

For the purposes of determining compliance with the effluent limits:

- The Annual Average Concentration of CBOD5 and Total Suspended Solids named in the effluent parameter column of the table above shall not exceed the corresponding maximum concentration set out in effluent limit column.
- The Monthly Average Concentration of Total Phosphorus named in Column 1 of the table above shall not exceed the corresponding maximum concentration set out in Effluent limit column

- c) The pH of the effluent shall be maintained within the limits at all times.
- d) The Owner shall operate and maintain the Works such that the effluent is continuously disinfected so that the monthly Geometric Mean Density of E. coli does not exceed 200 organisms per 100 millilitres of effluent discharged from the Works.
- e) For the purpose of determining compliance with and enforcing Acute Lethality to Rainbow Trout and Daphnia Magnain:
 - a. The Owner shall operate and maintain the Works such that the effluent is non-acutely lethal to rainbow trout and Daphnia magna as per the MECP standard requirements following 6 months of operation.
 - b. The Owner shall, within 24 hours of an acutely lethal effluent toxicity result, repeat the acute lethality test for rainbow trout and Daphnia magna to verify initial findings and assess if similar conditions continue to persist.
 - c. Where the acute lethality result is confirmed, the Owner shall review the effluent quality and determine if the concentration of ammonia or chlorine residual in the acutely lethal effluent is within the established effluent objectives.
 - i. Upon confirming that the effluent toxicity is not likely associated with ammonia or chlorine residual, an investigation shall be undertaken to determine the possible cause or source of effluent toxicity based on: the concentration of other potential contaminants measured in the effluent during the same period the acutely lethal effluent sample was collected;
 - ii. the plant operations data during the period the acutely lethal sample was collected.
 - d. Upon determination of the cause or source of acute lethality to rainbow trout and Daphnia magna, the Owner shall determine what control measures, if any, are appropriate to achieve non-acutely lethal effluent and shall propose time lines for the implementation of identified control measures. The Owner shall submit the proposed control measures and implementation time lines for approval to the District Manager
 - e. If the Owner determines that control measures to achieve non-acutely lethal effluent are not appropriate, the Owner shall submit to the District Manager a written explanation of the reasons why control measures are not appropriate.

2 NEXT STEPS

Following the MECP approval of increasing the discharge flow of the Prescott WWTP to 6,304 m³/d, EVB Engineering will prepare an Environmental Study Report, which will analyze the wastewater treatment alternative solutions and outline the preferred design of the upgraded WWTP.

**Ministry of Citizenship
and Multiculturalism**

Heritage Planning Unit
Heritage Branch
Citizenship, Inclusion and
Heritage Division
5th Flr, 400 University Ave
Tel.: 416-305-0757

**Ministère des Affaires civiques
et du Multiculturalisme**

Unité de la planification relative au
patrimoine
Direction du patrimoine
Division des affaires civiques, de
l'inclusion et du patrimoine
Tél.: 416-305-0757



May 21, 2024

EMAIL ONLY

Marco Vincelli, P.Eng.
Vice-President
EVB Engineering
800 Second St. W
Cornwall, ON K6J 1H6
Marco.Vincelli@evbengineering.com

MCM File : 0021465
Proponent : Marco Vincelli
Subject : Municipal Class Environmental Assessment – Schedule C – Notice of Commencement
Project : Expansion of Prescott's Water and Wastewater Systems
Location : Town of Prescott and Township of Augusta, United Counties of Leeds and Grenville

Dear Marco Vincelli:

Thank you for providing the Ministry of Citizenship and Multiculturalism (MCM) with the Notice of Commencement for the above-referenced project.

MCM's interest in this project relates to its mandate of conserving Ontario's cultural heritage, which includes:

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

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

Project Summary

In 2021, the Town of Prescott and the Township of Augusta jointly completed a Lands Needs Study. The results of this study identified a mutual benefit for the extension of municipal water and wastewater services from Prescott into Augusta. The municipalities will study and then identify the infrastructure requirements to undertake the solution, as identified in the Land Needs

Study. The project is being planned following the Schedule C process in the Municipal Class Environmental Assessment 2003.

Identifying Cultural Heritage Resources

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

Archaeological Resources

This EA project may impact archaeological resources and should be screened using the Ministry's [Criteria for Evaluating Archaeological Potential](#) and [Criteria for Evaluating Marine Archaeological Potential](#) (if shoreline or in-water works are proposed) to determine if an archaeological assessment is needed. MCM archaeological sites data are available at archaeology@ontario.ca.

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

Built Heritage Resources and Cultural Heritage Landscapes

The Ministry's [Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes](#) should be completed to help determine whether this EA project may impact known or potential built heritage resources and/or cultural heritage landscapes.

If there is potential for built heritage resources and/or cultural heritage landscapes within the project area, then a Cultural Heritage Report: Existing Conditions and Preliminary Impact Assessment should be undertaken for the entire study area during the planning phase and will be summarized in the EA Report. This study will:

1. Describe the existing baseline cultural heritage conditions within the study area by identifying all known or potential built heritage resources and cultural heritage landscapes, including a historical summary of the study area. The Ministry has developed a screening checklist that may assist with this exercise: [Criteria for Evaluating for Potential Built Heritage Resources and Cultural Heritage Landscapes](#).
2. Identify preliminary potential project-specific impacts on the known and potential built heritage resources and cultural heritage landscapes that have been identified. The report should include a description of the anticipated impact to each known or potential built heritage resource or cultural heritage landscape that has been identified.
3. Recommend measures to avoid or mitigate potential negative impacts to known or potential built heritage resources and cultural heritage landscapes. The proposed mitigation measures are to inform the next steps of project planning and design.

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

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

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

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

Environmental Assessment Reporting

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

Please note that the responsibility for administration of the *Ontario Heritage Act* and matters related to cultural heritage have been transferred from the Ministry of Tourism, Culture and Sport (MTCS) to the Ministry of Citizenship and Multiculturalism (MCM). Individual staff roles and contact information remain unchanged. Please continue to send any notices, report and/or documentation **via email only** to both Karla Barboza and myself. Please remove Kimberly Livingstone from the contact list for this project.

- Karla Barboza, Team Lead - Heritage | Heritage Planning Unit (Citizenship and Multiculturalism) | 416-660-1027 | karla.barboza@ontario.ca
- Erika Leclerc, Heritage Planner | Heritage Planning Unit (Citizenship and Multiculturalism) | 416-305-0757 | erika.leclerc@ontario.ca

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

Sincerely,

Erika Leclerc
Heritage Planner
Erika.leclerc@ontario.ca

Copied to: Matthew Armstrong, CAO, Town of Prescott
Shannon Geraghty, CAO, Township of Augusta
Karla Barboza, Team Lead – Heritage Planning Unit, MCM

It is the sole responsibility of proponents to ensure that any information and documentation submitted as part of their EA report or file is accurate. The Ministry of Citizenship and Multiculturalism (MCM) makes no representation or warranty as to the completeness, accuracy or quality of the any checklists, reports or supporting documentation submitted as part of the EA process, and in no way shall MCM be liable for any harm, damages, costs, expenses, losses, claims or actions that may result if any checklists, reports or supporting documents are discovered to be inaccurate, incomplete, misleading or fraudulent.

Should previously undocumented archaeological resources be discovered, they may be a new archaeological site and therefore subject to Section 48(1) of the *Ontario Heritage Act*. The proponent or person discovering the archaeological resources must cease alteration of the site immediately and engage a licensed consultant archaeologist to carry out an archaeological assessment, in compliance with Section 48(1) of the *Ontario Heritage Act*.

The *Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c.33* requires that any person discovering human remains must cease all activities immediately and notify the police or coroner. If the coroner does not suspect foul play in the disposition of the remains, in accordance with *Ontario Regulation 30/11* the coroner shall notify the Registrar, Ontario Ministry of Public and Business Service Delivery, which administers provisions of that Act related to burial sites. In situations where human remains are associated with archaeological resources, the Ministry of Citizenship and Multiculturalism should also be notified (at archaeology@ontario.ca) to ensure that the archaeological site is not subject to unlicensed alterations which would be a contravention of the *Ontario Heritage Act*.

Marco Vincelli

From: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>
Sent: July 24, 2025 11:55 AM
To: Meara MacDonell; Marco Vincelli
Subject: FW: Town of Prescott WWTP Assimilative Capacity Assessment follow up

[EXTERNAL EMAIL] Links and attachments may not always be safe.

Hello Meara & Marco,

Please find the brief email from our Surface Water reviewer providing you clearance for you to proceed to finalize the ASC and move ahead with the rest of the EA work for the Prescott WWTP.

Let me know if you need anything further and if you could provide a brief update on the remaining EA process that would be appreciated.

Thanks in advance.

Jon

Jon K. Orpana
Regional Environmental Planner
Environmental Assessment Branch
Ministry of the Environment, Conservation and Parks
Kingston Regional Office
PO Box 22032, 1259 Gardiners Road
Kingston, Ontario
K7M 8S5

Phone: (613) 561 8250

Email: jon.orpana@ontario.ca

From: Rudd, Laurel (MECP) <Laurel.Rudd@ontario.ca>
Sent: Thursday, July 24, 2025 11:31 AM
To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>
Cc: Rudd, Laurel (MECP) <Laurel.Rudd@ontario.ca>
Subject: Town of Prescott WWTP Assimilative Capacity Assessment follow up

Hello Jon

I have reviewed the Technical Memorandum from EVB Engineering, dated July 7, 2025, regarding the Assimilative Capacity Assessment for the Town of Prescott WWTP EA. Table 1-1 in the Memorandum outlines the proposed Effluent Objectives and Limits for the expansion. There are no changes proposed to the Effluent Limits under the expansion proposal for the WWTP, with the exception for Total Ammonia Nitrogen (TAN). The current limit for TAN is 4.0 mg/L and

the consultant is proposing a lower Effluent Limit of 3.5mg/L. A lower limit is recommended to ensure a non-toxic effluent will be maintained. I have no objection to the Town of Prescott WWTP Effluent Objectives and Limits as outlined in Table 1-1 in the above-mentioned Memorandum.

Trusting this is the information you require, Laurel

Laurel Rudd

Surface Water Specialist
Water Resources Unit
Technical Support Section
Ministry of the Environment, Conservation and Parks
Eastern Region
(613) 484-1468

Ontario 

The **purpose of the checklist** is to determine:

- if a property(ies) or project area may contain archaeological resources i.e., have archaeological potential
- it includes all areas that may be impacted by project activities, including – but not limited to:
 - the main project area
 - temporary storage
 - staging and working areas
 - temporary roads and detours

Processes covered under this checklist, such as:

- *Planning Act*
- *Environmental Assessment Act*
- *Aggregates Resources Act*
- *Ontario Heritage Act* – Standards and Guidelines for Conservation of Provincial Heritage Properties

Archaeological assessment

If you are not sure how to answer one or more of the questions on the checklist, you may want to hire a licensed consultant archaeologist (see page 4 for definitions) to undertake an archaeological assessment.

The assessment will help you:

- identify, evaluate and protect archaeological resources on your property or project area
- reduce potential delays and risks to your project

Note: By law, archaeological assessments **must** be done by a licensed consultant archaeologist. Only a licensed archaeologist can assess – or alter – an archaeological site.

What to do if you:

- **find an archaeological resource**

If you find something you think may be of archaeological value during project work, you must – by law – stop all activities immediately and contact a licensed consultant archaeologist

The archaeologist will carry out the fieldwork in compliance with the *Ontario Heritage Act* [s.48(1)].

- **unearth a burial site**

If you find a burial site containing human remains, you must immediately notify the appropriate authorities (i.e., police, coroner's office, and/or Registrar of Cemeteries) and comply with the *Funeral, Burial and Cremation Services Act*.

Other checklists

Please use a separate checklist for your project, if:

- you are seeking a Renewable Energy Approval under Ontario Regulation 359/09 – [separate checklist](#)
- your Parent Class EA document has an approved screening criteria (as referenced in Question 1)

Please refer to the Instructions pages when completing this form.

Project or Property Name
Prescott Wastewater Treatment Plant

Project or Property Location (upper and lower or single tier municipality)
Town of Prescott

Proponent Name
Town of Prescott

Proponent Contact Information
Matthew Armstrong

Screening Questions

	Yes	No
1. Is there a pre-approved screening checklist, methodology or process in place?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes, please follow the pre-approved screening checklist, methodology or process.

If No, continue to Question 2.

	Yes	No
2. Has an archaeological assessment been prepared for the property (or project area) and been accepted by MTCS?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes, do **not** complete the rest of the checklist. You are expected to follow the recommendations in the archaeological assessment report(s).

The proponent, property owner and/or approval authority will:

- summarize the previous assessment
- add this checklist to the project file, with the appropriate documents that demonstrate an archaeological assessment was undertaken e.g., MTCS letter stating acceptance of archaeological assessment report

The summary and appropriate documentation may be:

- submitted as part of a report requirement e.g., environmental assessment document
- maintained by the property owner, proponent or approval authority

If No, continue to Question 3.

	Yes	No
3. Are there known archaeological sites on or within 300 metres of the property (or the project area)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Yes	No
4. Is there Aboriginal or local knowledge of archaeological sites on or within 300 metres of the property (or project area)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Yes	No
5. Is there Aboriginal knowledge or historically documented evidence of past Aboriginal use on or within 300 metres of the property (or project area)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Yes	No
6. Is there a known burial site or cemetery on the property or adjacent to the property (or project area)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Yes	No
7. Has the property (or project area) been recognized for its cultural heritage value?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes to any of the above questions (3 to 7), do **not** complete the checklist. Instead, you need to hire a licensed consultant archaeologist to undertake an archaeological assessment of your property or project area.

If No, continue to question 8.

	Yes	No
8. Has the entire property (or project area) been subjected to recent, extensive and intensive disturbance?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

If Yes to the preceding question, do **not** complete the checklist. Instead, please keep and maintain a summary of documentation that provides evidence of the recent disturbance.

An archaeological assessment is not required.

If No, continue to question 9.

	Yes	No
9. Are there present or past water sources within 300 metres of the property (or project area)?	<input type="checkbox"/>	<input type="checkbox"/>

If Yes, an archaeological assessment is required.

If No, continue to question 10.

	Yes	No
10. Is there evidence of two or more of the following on the property (or project area)?	<input type="checkbox"/>	<input type="checkbox"/>

- elevated topography
- pockets of well-drained sandy soil
- distinctive land formations
- resource extraction areas
- early historic settlement
- early historic transportation routes

If Yes, an archaeological assessment is required.

If No, there is low potential for archaeological resources at the property (or project area).

The proponent, property owner and/or approval authority will:

- summarize the conclusion
- add this checklist with the appropriate documentation to the project file

The summary and appropriate documentation may be:

- submitted as part of a report requirement e.g., under the *Environmental Assessment Act*, *Planning Act* processes
- maintained by the property owner, proponent or approval authority

Instructions

Please have the following available, when requesting information related to the screening questions below:

- a clear map showing the location and boundary of the property or project area
 - large scale and small scale showing nearby township names for context purposes
- the municipal addresses of all properties within the project area
- the lot(s), concession(s), and parcel number(s) of all properties within a project area

In this context, the following definitions apply:

- **consultant archaeologist** means, as defined in Ontario regulation as an archaeologist who enters into an agreement with a client to carry out or supervise archaeological fieldwork on behalf of the client, produce reports for or on behalf of the client and provide technical advice to the client. In Ontario, these people also are required to hold a valid professional archaeological licence issued by the Ministry of Tourism, Culture and Sport.
- **proponent** means a person, agency, group or organization that carries out or proposes to carry out an undertaking or is the owner or person having charge, management or control of an undertaking.

1. Is there a pre-approved screening checklist, methodology or process in place?

An existing checklist, methodology or process may be already in place for identifying archaeological potential, including:

- one prepared and adopted by the municipality e.g., archaeological management plan
- an environmental assessment process e.g., screening checklist for municipal bridges
- one that is approved by the Ministry of Tourism, Culture and Sport under the Ontario government's Standards & Guidelines for Conservation of Provincial Heritage Properties [s. B.2.]

2. Has an archaeological assessment been prepared for the property (or project area) and been accepted by MTCS?

Respond 'yes' to this question, if all of the following are true:

- an archaeological assessment report has been prepared and is in compliance with MTCS requirements
 - a letter has been sent by MTCS to the licensed archaeologist confirming that MTCS has added the report to the Ontario Public Register of Archaeological Reports (Register)
- the report states that there are no concerns regarding impacts to archaeological sites

Otherwise, if an assessment has been completed and deemed compliant by the MTCS, and the ministry recommends further archaeological assessment work, this work will need to be completed.

For more information about archaeological assessments, contact:

- approval authority
- proponent
- consultant archaeologist
- Ministry of Tourism, Culture and Sport at archaeology@ontario.ca

3. Are there known archaeological sites on or within 300 metres of the property (or project area)?

MTCS maintains a database of archaeological sites reported to the ministry.

For more information, contact MTCS Archaeological Data Coordinator at archaeology@ontario.ca.

4. Is there Aboriginal or local knowledge of archaeological sites on or within 300 metres of the property?

Check with:

- Aboriginal communities in your area
- local municipal staff

They may have information about archaeological sites that are not included in MTCS' database.

Other sources of local knowledge may include:

- property owner
- local heritage organizations and historical societies
- local museums
- municipal heritage committee
- published local histories

5. Is there Aboriginal knowledge or historically documented evidence of past Aboriginal use on or within 300 metres of the property (or property area)?

Check with:

- Aboriginal communities in your area
- local municipal staff

Other sources of local knowledge may include:

- property owner
- local heritage organizations and historical societies
- local museums
- municipal heritage committee
- published local histories

6. Is there a known burial site or cemetery on the property or adjacent to the property (or project area)?

For more information on known cemeteries and/or burial sites, see:

- Cemeteries Regulation Unit, Ontario Ministry of Consumer Services – for database of registered cemeteries
- Ontario Genealogical Society (OGS) – to locate records of Ontario cemeteries, both currently and no longer in existence; cairns, family plots and burial registers
- Canadian County Atlas Digital Project – to locate early cemeteries

In this context, 'adjacent' means 'contiguous', or as otherwise defined in a municipal official plan.

7. Has the property (or project area) been recognized for its cultural heritage value?

There is a strong chance there may be archaeological resources on your property (or immediate area) if it has been listed, designated or otherwise identified as being of cultural heritage value by:

- your municipality
- Ontario government
- Canadian government

This includes a property that is:

- designated under *Ontario Heritage Act* (the OHA), including:
 - individual designation (Part IV)
 - part of a heritage conservation district (Part V)
 - an archaeological site (Part VI)
- subject to:
 - an agreement, covenant or easement entered into under the OHA (Parts II or IV)
 - a notice of intention to designate (Part IV)
 - a heritage conservation district study area by-law (Part V) of the OHA
- listed on:
 - a municipal register or inventory of heritage properties
 - Ontario government's list of provincial heritage properties
 - Federal government's list of federal heritage buildings
- part of a:
 - National Historic Site
 - UNESCO World Heritage Site
- designated under:
 - *Heritage Railway Station Protection Act*
 - *Heritage Lighthouse Protection Act*
- subject of a municipal, provincial or federal commemorative or interpretive plaque.

To determine if your property or project area is covered by any of the above, see:

- Part A of the MTCS Criteria for Evaluating Potential for Built Heritage and Cultural Heritage Landscapes

Part VI – Archaeological Sites

Includes five sites designated by the Minister under Regulation 875 of the Revised Regulation of Ontario, 1990 (Archaeological Sites) and 3 marine archaeological sites prescribed under Ontario Regulation 11/06.

For more information, check [Regulation 875](#) and [Ontario Regulation 11/06](#).

8. Has the entire property (or project area) been subjected to recent extensive and intensive ground disturbance?

Recent: after-1960

Extensive: over all or most of the area

Intensive: thorough or complete disturbance

Examples of ground disturbance include:

- quarrying
- major landscaping – involving grading below topsoil
- building footprints and associated construction area
 - where the building has deep foundations or a basement
- infrastructure development such as:
 - sewer lines
 - gas lines
 - underground hydro lines
 - roads
 - any associated trenches, ditches, interchanges. **Note:** this applies only to the excavated part of the right-of-way; the remainder of the right-of-way or corridor may not have been impacted.

A ground disturbance does **not** include:

- agricultural cultivation
- gardening
- landscaping

Site visits

You can typically get this information from a site visit. In that case, please document your visit in the process (e.g., report) with:

- photographs
- maps
- detailed descriptions

If a disturbance isn't clear from a site visit or other research, you need to hire a licensed consultant archaeologist to undertake an archaeological assessment.

9. Are there present or past water bodies within 300 metres of the property (or project area)?

Water bodies are associated with past human occupations and use of the land. About 80-90% of archaeological sites are found within 300 metres of water bodies.

Present

- Water bodies:
 - primary - lakes, rivers, streams, creeks
 - secondary - springs, marshes, swamps and intermittent streams and creeks
- accessible or inaccessible shoreline, for example:
 - high bluffs
 - swamps
 - marsh fields by the edge of a lake
 - sandbars stretching into marsh

Water bodies not included:

- man-made water bodies, for example:
 - temporary channels for surface drainage
 - rock chutes and spillways
 - temporarily ponded areas that are normally farmed
 - dugout ponds
- artificial bodies of water intended for storage, treatment or recirculation of:
 - runoff from farm animal yards
 - manure storage facilities
 - sites and outdoor confinement areas

Past

Features indicating past water bodies:

- raised sand or gravel beach ridges – can indicate glacial lake shorelines
- clear dip in the land – can indicate an old river or stream
- shorelines of drained lakes or marshes
- cobble beaches

You can get information about water bodies through:

- a site visit
- aerial photographs
- 1:10,000 scale [Ontario Base Maps](#) - or [equally detailed and scaled maps](#).

10. Is there evidence of two or more of the following on the property (or project area)?

- elevated topography
- pockets of well-drained sandy soil
- distinctive land formations
- resource extraction areas
- early historic settlement
- early historic transportation routes

• **Elevated topography**

Higher ground and elevated positions - surrounded by low or level topography - often indicate past settlement and land use.

Features such as eskers, drumlins, sizeable knolls, plateaus next to lowlands, or other such features are a strong indication of archaeological potential.

Find out if your property or project area has elevated topography, through:

- site inspection
- aerial photographs
- [topographical maps](#)

• **Pockets of well-drained sandy soil, especially within areas of heavy soil or rocky ground**

Sandy, well-drained soil - in areas characterized by heavy soil or rocky ground - may indicate archaeological potential

Find out if your property or project area has sandy soil through:

- site inspection
- [soil survey reports](#)

- **Distinctive land formations** include – but are not limited to:

- waterfalls
- rock outcrops
- rock faces
- caverns
- mounds, etc.

They were often important to past inhabitants as special or sacred places. The following sites may be present – or close to – these formations:

- burials
- structures
- offerings
- rock paintings or carvings

Find out if your property or project areas has a distinctive land formation through:

- a site visit
- aerial photographs
- 1:10,000 scale Ontario Base Maps - or equally detailed and scaled maps.

- **Resource extraction areas**

The following resources were collected in these extraction areas:

- food or medicinal plants e.g., migratory routes, spawning areas, prairie
- scarce raw materials e.g., quartz, copper, ochre or outcrops of chert
- resources associated with early historic industry e.g., fur trade, logging, prospecting, mining

Aboriginal communities may hold traditional knowledge about their past use or resources in the area.

- **Early historic settlement**

Early Euro-Canadian settlement include – but are not limited to:

- early military or pioneer settlement e.g., pioneer homesteads, isolated cabins, farmstead complexes
- early wharf or dock complexes
- pioneers churches and early cemeteries

For more information, see below – under the early historic transportation routes.

- **Early historic transportation routes** - such as trails, passes, roads, railways, portage routes, canals.

For more information, see:

- historical maps and/or historical atlases
 - for information on early settlement patterns such as trails (including Aboriginal trails), monuments, structures, fences, mills, historic roads, rail corridors, canals, etc.
 - Archives of Ontario holds a large collection of historical maps and historical atlases
 - digital versions of historic atlases are available on the Canadian County Atlas Digital Project
- commemorative markers or plaques such as local, provincial or federal agencies
- municipal heritage committee or other local heritage organizations
 - for information on early historic settlements or landscape features (e.g., fences, mill races, etc.)
 - for information on commemorative markers or plaques

The **purpose of the checklist** is to determine:

- if a property(ies) or project area:
 - is a recognized heritage property
 - may be of cultural heritage value
- it includes all areas that may be impacted by project activities, including – but not limited to:
 - the main project area
 - temporary storage
 - staging and working areas
 - temporary roads and detours

Processes covered under this checklist, such as:

- *Planning Act*
- *Environmental Assessment Act*
- *Aggregates Resources Act*
- *Ontario Heritage Act* – Standards and Guidelines for Conservation of Provincial Heritage Properties

Cultural Heritage Evaluation Report (CHER)

If you are not sure how to answer one or more of the questions on the checklist, you may want to hire a qualified person(s) (see page 5 for definitions) to undertake a cultural heritage evaluation report (CHER).

The CHER will help you:

- identify, evaluate and protect cultural heritage resources on your property or project area
- reduce potential delays and risks to a project

Other checklists

Please use a separate checklist for your project, if:

- you are seeking a Renewable Energy Approval under Ontario Regulation 359/09 – [separate checklist](#)
- your Parent Class EA document has an approved screening criteria (as referenced in Question 1)

Please refer to the Instructions pages for more detailed information and when completing this form.

Project or Property Name
Prescott Wastewater Treatment PLant

Project or Property Location (upper and lower or single tier municipality)
Town of PRescott

Proponent Name
Town of Prescott

Proponent Contact Information
Matthew Armstrong

Screening Questions

	Yes	No
1. Is there a pre-approved screening checklist, methodology or process in place?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes, please follow the pre-approved screening checklist, methodology or process.

If No, continue to Question 2.

Part A: Screening for known (or recognized) Cultural Heritage Value

	Yes	No
2. Has the property (or project area) been evaluated before and found not to be of cultural heritage value?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes, do **not** complete the rest of the checklist.

The proponent, property owner and/or approval authority will:

- summarize the previous evaluation and
- add this checklist to the project file, with the appropriate documents that demonstrate a cultural heritage evaluation was undertaken

The summary and appropriate documentation may be:

- submitted as part of a report requirement
- maintained by the property owner, proponent or approval authority

If No, continue to Question 3.

	Yes	No
3. Is the property (or project area):		
a. identified, designated or otherwise protected under the <i>Ontario Heritage Act</i> as being of cultural heritage value?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. a National Historic Site (or part of)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. designated under the <i>Heritage Railway Stations Protection Act</i> ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. designated under the <i>Heritage Lighthouse Protection Act</i> ?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. identified as a Federal Heritage Building by the Federal Heritage Buildings Review Office (FHBRO)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. located within a United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage Site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes to any of the above questions, you need to hire a qualified person(s) to undertake:

- a Cultural Heritage Evaluation Report, if a Statement of Cultural Heritage Value has not previously been prepared or the statement needs to be updated

If a Statement of Cultural Heritage Value has been prepared previously and if alterations or development are proposed, you need to hire a qualified person(s) to undertake:

- a Heritage Impact Assessment (HIA) – the report will assess and avoid, eliminate or mitigate impacts

If No, continue to Question 4.

Part B: Screening for Potential Cultural Heritage Value

	Yes	No
4. Does the property (or project area) contain a parcel of land that:		
a. is the subject of a municipal, provincial or federal commemorative or interpretive plaque?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. has or is adjacent to a known burial site and/or cemetery?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. is in a Canadian Heritage River watershed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. contains buildings or structures that are 40 or more years old?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part C: Other Considerations

	Yes	No
5. Is there local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area):		
a. is considered a landmark in the local community or contains any structures or sites that are important in defining the character of the area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. has a special association with a community, person or historical event?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. contains or is part of a cultural heritage landscape?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If Yes to one or more of the above questions (Part B and C), there is potential for cultural heritage resources on the property or within the project area.

You need to hire a qualified person(s) to undertake:

- a Cultural Heritage Evaluation Report (CHER)

If the property is determined to be of cultural heritage value and alterations or development is proposed, you need to hire a qualified person(s) to undertake:

- a Heritage Impact Assessment (HIA) – the report will assess and avoid, eliminate or mitigate impacts

If No to all of the above questions, there is low potential for built heritage or cultural heritage landscape on the property.

The proponent, property owner and/or approval authority will:

- summarize the conclusion
- add this checklist with the appropriate documentation to the project file

The summary and appropriate documentation may be:

- submitted as part of a report requirement e.g. under the *Environmental Assessment Act*, *Planning Act* processes
- maintained by the property owner, proponent or approval authority

Instructions

Please have the following available, when requesting information related to the screening questions below:

- a clear map showing the location and boundary of the property or project area
 - large scale and small scale showing nearby township names for context purposes
- the municipal addresses of all properties within the project area
- the lot(s), concession(s), and parcel number(s) of all properties within a project area

For more information, see the Ministry of Tourism, Culture and Sport's [Ontario Heritage Toolkit](#) or [Standards and Guidelines for Conservation of Provincial Heritage Properties](#).

In this context, the following definitions apply:

- **qualified person(s)** means individuals – professional engineers, architects, archaeologists, etc. – having relevant, recent experience in the conservation of cultural heritage resources.
- **proponent** means a person, agency, group or organization that carries out or proposes to carry out an undertaking or is the owner or person having charge, management or control of an undertaking.

1. Is there a pre-approved screening checklist, methodology or process in place?

An existing checklist, methodology or process may already be in place for identifying potential cultural heritage resources, including:

- one endorsed by a municipality
- an environmental assessment process e.g. screening checklist for municipal bridges
- one that is approved by the Ministry of Tourism, Culture and Sport (MTCS) under the Ontario government's [Standards & Guidelines for Conservation of Provincial Heritage Properties](#) [s.B.2.]

Part A: Screening for known (or recognized) Cultural Heritage Value

2. Has the property (or project area) been evaluated before and found not to be of cultural heritage value?

Respond 'yes' to this question, if all of the following are true:

A property can be considered not to be of cultural heritage value if:

- a Cultural Heritage Evaluation Report (CHER) - or equivalent - has been prepared for the property with the advice of a qualified person and it has been determined not to be of cultural heritage value and/or
- the municipal heritage committee has evaluated the property for its cultural heritage value or interest and determined that the property is not of cultural heritage value or interest

A property may need to be re-evaluated, if:

- there is evidence that its heritage attributes may have changed
- new information is available
- the existing Statement of Cultural Heritage Value does not provide the information necessary to manage the property
- the evaluation took place after 2005 and did not use the criteria in Regulations 9/06 and 10/06

Note: Ontario government ministries and public bodies [prescribed under Regulation 157/10] may continue to use their existing evaluation processes, until the evaluation process required under section B.2 of the Standards & Guidelines for Conservation of Provincial Heritage Properties has been developed and approved by MTCS.

To determine if your property or project area has been evaluated, contact:

- the approval authority
- the proponent
- the Ministry of Tourism, Culture and Sport

3a. Is the property (or project area) identified, designated or otherwise protected under the *Ontario Heritage Act* as being of cultural heritage value e.g.:

- i. designated under the *Ontario Heritage Act*
 - individual designation (Part IV)
 - part of a heritage conservation district (Part V)

Individual Designation – Part IV

A property that is designated:

- by a municipal by-law as being of cultural heritage value or interest [s.29 of the *Ontario Heritage Act*]
- by order of the Minister of Tourism, Culture and Sport as being of cultural heritage value or interest of provincial significance [s.34.5]. **Note:** To date, no properties have been designated by the Minister.

Heritage Conservation District – Part V

A property or project area that is located within an area designated by a municipal by-law as a heritage conservation district [s. 41 of the *Ontario Heritage Act*].

For more information on Parts IV and V, contact:

- municipal clerk
 - [Ontario Heritage Trust](#)
 - local land registry office (for a title search)
-

ii. subject of an agreement, covenant or easement entered into under Parts II or IV of the *Ontario Heritage Act*

An agreement, covenant or easement is usually between the owner of a property and a conservation body or level of government. It is usually registered on title.

The primary purpose of the agreement is to:

- preserve, conserve, and maintain a cultural heritage resource
- prevent its destruction, demolition or loss

For more information, contact:

- [Ontario Heritage Trust](#) - for an agreement, covenant or easement [clause 10 (1) (c) of the *Ontario Heritage Act*]
 - municipal clerk – for a property that is the subject of an easement or a covenant [s.37 of the *Ontario Heritage Act*]
 - local land registry office (for a title search)
-

iii. listed on a register of heritage properties maintained by the municipality

Municipal registers are the official lists - or record - of cultural heritage properties identified as being important to the community.

Registers include:

- all properties that are designated under the *Ontario Heritage Act* (Part IV or V)
- properties that have not been formally designated, but have been identified as having cultural heritage value or interest to the community

For more information, contact:

- municipal clerk
 - municipal heritage planning staff
 - municipal heritage committee
-

iv. subject to a notice of:

- intention to designate (under Part IV of the *Ontario Heritage Act*)
- a Heritage Conservation District study area bylaw (under Part V of the *Ontario Heritage Act*)

A property that is subject to a **notice of intention to designate** as a property of cultural heritage value or interest and the notice is in accordance with:

- section 29 of the *Ontario Heritage Act*
- section 34.6 of the *Ontario Heritage Act*. **Note:** To date, the only applicable property is Meldrum Bay Inn, Manitoulin Island. [s.34.6]

An area designated by a municipal by-law made under section 40.1 of the *Ontario Heritage Act* as a **heritage conservation district study area**.

For more information, contact:

- municipal clerk – for a property that is the subject of notice of intention [s. 29 and s. 40.1]
 - [Ontario Heritage Trust](#)
-

- v. included in the Ministry of Tourism, Culture and Sport's list of provincial heritage properties

Provincial heritage properties are properties the Government of Ontario owns or controls that have cultural heritage value or interest.

The Ministry of Tourism, Culture and Sport (MTCS) maintains a list of all provincial heritage properties based on information provided by ministries and prescribed public bodies. As they are identified, MTCS adds properties to the list of provincial heritage properties.

For more information, contact the MTCS Registrar at registrar@ontario.ca.

3b. Is the property (or project area) a National Historic Site (or part of)?

National Historic Sites are properties or districts of national historic significance that are designated by the Federal Minister of the Environment, under the *Canada National Parks Act*, based on the advice of the Historic Sites and Monuments Board of Canada.

For more information, see the [National Historic Sites website](#).

3c. Is the property (or project area) designated under the *Heritage Railway Stations Protection Act*?

The *Heritage Railway Stations Protection Act* protects heritage railway stations that are owned by a railway company under federal jurisdiction. Designated railway stations that pass from federal ownership may continue to have cultural heritage value.

For more information, see the [Directory of Designated Heritage Railway Stations](#).

3d. Is the property (or project area) designated under the *Heritage Lighthouse Protection Act*?

The *Heritage Lighthouse Protection Act* helps preserve historically significant Canadian lighthouses. The Act sets up a public nomination process and includes heritage building conservation standards for lighthouses which are officially designated.

For more information, see the [Heritage Lighthouses of Canada website](#).

3e. Is the property (or project area) identified as a Federal Heritage Building by the Federal Heritage Buildings Review Office?

The role of the Federal Heritage Buildings Review Office (FHBRO) is to help the federal government protect the heritage buildings it owns. The policy applies to all federal government departments that administer real property, but not to federal Crown Corporations.

For more information, contact the [Federal Heritage Buildings Review Office](#).

See a [directory of all federal heritage designations](#).

3f. Is the property (or project area) located within a United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage Site?

A UNESCO World Heritage Site is a place listed by UNESCO as having outstanding universal value to humanity under the Convention Concerning the Protection of the World Cultural and Natural Heritage. In order to retain the status of a World Heritage Site, each site must maintain its character defining features.

Currently, the Rideau Canal is the only World Heritage Site in Ontario.

For more information, see Parks Canada – [World Heritage Site website](#).

Part B: Screening for potential Cultural Heritage Value

4a. Does the property (or project area) contain a parcel of land that has a municipal, provincial or federal commemorative or interpretive plaque?

Heritage resources are often recognized with formal plaques or markers.

Plaques are prepared by:

- municipalities
- provincial ministries or agencies
- federal ministries or agencies
- local non-government or non-profit organizations

For more information, contact:

- [municipal heritage committees](#) or local heritage organizations – for information on the location of plaques in their community
- Ontario Historical Society's [Heritage directory](#) – for a list of historical societies and heritage organizations
- Ontario Heritage Trust – for a [list of plaques](#) commemorating Ontario's history
- Historic Sites and Monuments Board of Canada – for a [list of plaques](#) commemorating Canada's history

4b. Does the property (or project area) contain a parcel of land that has or is adjacent to a known burial site and/or cemetery?

For more information on known cemeteries and/or burial sites, see:

- Cemeteries Regulations, Ontario Ministry of Consumer Services – for a [database of registered cemeteries](#)
- Ontario Genealogical Society (OGS) – to [locate records of Ontario cemeteries](#), both currently and no longer in existence; cairns, family plots and burial registers
- Canadian County Atlas Digital Project – to [locate early cemeteries](#)

In this context, adjacent means contiguous or as otherwise defined in a municipal official plan.

4c. Does the property (or project area) contain a parcel of land that is in a Canadian Heritage River watershed?

The Canadian Heritage River System is a national river conservation program that promotes, protects and enhances the best examples of Canada's river heritage.

Canadian Heritage Rivers must have, and maintain, outstanding natural, cultural and/or recreational values, and a high level of public support.

For more information, contact the [Canadian Heritage River System](#).

If you have questions regarding the boundaries of a watershed, please contact:

- your conservation authority
- municipal staff

4d. Does the property (or project area) contain a parcel of land that contains buildings or structures that are 40 or more years old?

A 40 year 'rule of thumb' is typically used to indicate the potential of a site to be of cultural heritage value. The approximate age of buildings and/or structures may be estimated based on:

- history of the development of the area
- fire insurance maps
- architectural style
- building methods

Property owners may have information on the age of any buildings or structures on their property. The municipality, local land registry office or library may also have background information on the property.

Note: 40+ year old buildings or structure do not necessarily hold cultural heritage value or interest; their age simply indicates a higher potential.

A building or structure can include:

- residential structure
- farm building or outbuilding
- industrial, commercial, or institutional building
- remnant or ruin
- engineering work such as a bridge, canal, dams, etc.

For more information on researching the age of buildings or properties, see the Ontario Heritage Tool Kit Guide [Heritage Property Evaluation](#).

Part C: Other Considerations

5a. Is there local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) is considered a landmark in the local community or contains any structures or sites that are important to defining the character of the area?

Local or Aboriginal knowledge may reveal that the project location is situated on a parcel of land that has potential landmarks or defining structures and sites, for instance:

- buildings or landscape features accessible to the public or readily noticeable and widely known
- complexes of buildings
- monuments
- ruins

5b. Is there local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) has a special association with a community, person or historical event?

Local or Aboriginal knowledge may reveal that the project location is situated on a parcel of land that has a special association with a community, person or event of historic interest, for instance:

- Aboriginal sacred site
- traditional-use area
- battlefield
- birthplace of an individual of importance to the community

5c. Is there local or Aboriginal knowledge or accessible documentation suggesting that the property (or project area) contains or is part of a cultural heritage landscape?

Landscapes (which may include a combination of archaeological resources, built heritage resources and landscape elements) may be of cultural heritage value or interest to a community.

For example, an Aboriginal trail, historic road or rail corridor may have been established as a key transportation or trade route and may have been important to the early settlement of an area. Parks, designed gardens or unique landforms such as waterfalls, rock faces, caverns, or mounds are areas that may have connections to a particular event, group or belief.

For more information on Questions 5.a., 5.b. and 5.c., contact:

- Elders in Aboriginal Communities or community researchers who may have information on potential cultural heritage resources. Please note that Aboriginal traditional knowledge may be considered sensitive.
- municipal heritage committees or local heritage organizations
- Ontario Historical Society's "Heritage Directory" - for a list of historical societies and heritage organizations in the province

An internet search may find helpful resources, including:

- historical maps
- historical walking tours
- municipal heritage management plans
- cultural heritage landscape studies
- municipal cultural plans

Information specific to trails may be obtained through Ontario Trails.

Ministry of Transportation

Corridor Management Section
1355 John Counter Boulevard
Postal Bag 4000
Kingston, Ontario K7L 5A3
Tel.: 613-301-5425
Fax: 613-540-5106
Tarique.kamal@ontario.ca

Ministère des Transports

Section de gestion des couloirs routiers
1355, boulevard John Counter
CP/Service de sacs 4000
Kingston (Ontario) K7L 5A3
Tél.: 613-301-5425
Télé.: 613-540-5106
Tarique.kamal@ontario.ca



April 22, 2024

Marco Vincelli, P. Eng.

Vice-President, EVB Engineering
800 Second St. W, Cornwall ON K6J 1H6
Phone: 613.935.3775 Ext. 210
M. 613.861.0846

Via email: <mailto:marco.vincelli@evbengineering.com>

Dear Marco Vincelli:

RE: Notice of Commencement - Expansion of Prescott's Water and Wastewater Systems.

Thank you for circulating the notice of study regarding the Class Environmental Assessment on the expansion of the Township of Augusta and the Township of Prescott's water and wastewater systems. The Ministry of Transportation (MTO) wants to highlight key considerations for identifying infrastructure needs for municipal water and wastewater services:

According to the Public Transportation and Highway Improvement Act (PTHIA), the MTO has jurisdiction over land use within 45 meters of the Highway 401 right-of-way and 395 meters from the center-point of highway intersections. Any development within these areas requires MTO approvals, and proponents must secure MTO permits before starting any activities.

It is important to note that any watermain construction related to the future infrastructure plan that involves crossing the highway must be planned outside of the highway interchange area and must comply with the requirements of the applicable Ontario Provincial Standard Specifications, including OPSS 701, which specifically addresses watermain construction. For guidance on the installation method of any pipeline within the MTO right-of-way and highway crossing, please refer to the Highway Corridor Management Manual (2022).

Early consultation with the MTO is highly recommended for activities within the control area. This enables stakeholders to understand the MTO review process, requirements, personnel involved, timelines, and expectations for planning, design, and construction, including qualifications for engineering consultants.

Pre-consultation requests with the MTO can be submitted online using the Highway Corridor Management Online Services at: [HCMS - Highway Corridor Management System \(gov.on.ca\)](https://www.gov.on.ca/hcms/).

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

Sincerely,

Tarique Kamal
Senior Project Manager
MTO, Eastern Region