

Appendix F-7

MCEA Consultation Records

Appendix D-7-1: Agencies and Provincial/Local Organizations

Notice of Commencement
Notice of Public Information Centre
Other Communications

Appendix D-7-2: Indigenous Communities and Organizations

Notice of Commencement
Notice of Public Information Centre
Other Communications

Appendix D-7-3: Public

Notice of Commencement
Notice of Public Information Centre
Other Communications

Appendix F-7-1

Agencies and Provincial/Local Organizations

Notice of Commencement



Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Tue, Sep 19, 2023 at 1:13 PM

Cc: lscanlan@utilitieskingston.com

Bcc: [REDACTED], info@pdca.ca, [REDACTED],
[REDACTED], khba@khba.ca, info@kingstonchamber.ca, hello@downtownkingston.ca,
Michele@downtownkingston.ca, visit@tourismkingston.com, [REDACTED], info@seniorskingston.ca,
[REDACTED], info@pcbf.org, [REDACTED],
[REDACTED], info@kingstonfieldnaturalists.org,
isullivan@cityofkingston.ca, dochej@cityofkingston.ca, info@switchontario.ca, info@sustainablekingston.ca,
[REDACTED] GEN-NHQ-ONT-CLDC-CAPC@csc-scc.gc.ca,
Thomas.Rittwage@csc-scc.gc.ca, Catherine.Buragina@csc-scc.gc.ca, [REDACTED],
[REDACTED], bsills@sl.on.ca, qa-aq@mmcc-cmrc.ca, [REDACTED],
[REDACTED] ne.on.ca, ddesantis@alcdsb.on.ca,
bertma@ecolecatholique.ca, sylvie.tremblay@cepeo.on.ca, ask@kingstownschool.ca, admin@kingstonchristianschool.ca,
info@lakeshoreschool.ca, eturcke@leahurstcollege.ca, administrator@mulberrywaldorfschool.ca, admin@quintilianschool.ca,
mmills@frontenacounty.ca, fireprevention@cityofkingston.ca, lsargeant@cityofkingston.ca, [REDACTED],
[REDACTED], [REDACTED], SecondaryLandUse@hydroone.com,
tammy.wong@opg.com, [REDACTED],
[REDACTED], [REDACTED],
tdiczki@cityofkingston.ca, [REDACTED],
[REDACTED], [REDACTED],
ascott@loyalist.ca, [REDACTED],
[REDACTED]@solowaywright.com, [REDACTED] solowaywright.com, [REDACTED]

Good Afternoon,


Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.

Please see the attached Notice of Commencement for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

 UK Biosolid - Notice of Commencement.pdf
316K



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Tue, Sep 19, 2023 at 1:24 PM

Cc: lscanlan@utilitieskingston.com

Bcc: stephane.vachon@cepeo.on.ca

Good Afternoon,


Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

 **UK Biosolid - Notice of Commencement.pdf**
316K



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Tue, Sep 19, 2023 at 1:58 PM

Cc: lscanlan@utilitieskingston.com

Bcc: mark.gerretsen@parl.gc.ca, thsu.mpp.co@ola.org

Good Afternoon,


Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

 **UK Biosolid - Notice of Commencement.pdf**
316K



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Fwd: MCM Response: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

1 message

Wittmann, Elizabeth <ewittmann@dillon.ca>
To: UK Biogas Facility <ukbiogasfacility@dillon.ca>

Tue, Sep 19, 2023 at 3:11 PM

----- Forwarded message -----

From: **Barboza, Karla (MCM)** <Karla.Barboza@ontario.ca>
Date: Tue, Sep 19, 2023 at 3:06 PM
Subject: MCM Response: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility
To: ewittmann@dillon.ca <ewittmann@dillon.ca>
Cc: lscanlan@utilitieskingston.com <lscanlan@utilitieskingston.com>, Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>

Hi Avid,

Thanks for sending the notice of commencement for the Kingston Regional Biosolids & Biogas Facility to the Ministry of Citizenship and Multiculturalism (MCM).

We provided initial comments on this project in April. Our comments (dated April 12, 2023) are attached and still apply to the proposed undertaking.

Hope this is of assistance. Let us know if you have any questions.

Sincerely,

Karla

Karla Barboza, RPP, MCIP, CAHPTeam Lead, Heritage | Heritage Planning Unit | Ministry of Citizenship and Multiculturalism | 416-660-1027 | karla_barboza@ontario.ca

From: ewittmann@dillon.ca <ewittmann@dillon.ca> **On Behalf Of** Facility, UK Biogas
Sent: September-19-23 2:13 PM
To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; McMurray, Barb (MECP) <Barb.McMurray@ontario.ca>;
rahim@ontariowater.ca; IMaharjan@ocwa.com; Thompson, Erin (She/Her) (MEDJCT) <Erin.Thompson@ontario.ca>;

Wittenbrinck, Joerg (ENERGY) <Joerg.Wittenbrinck@ontario.ca>; Elms, Michael (MMAH) <Michael.Elms@ontario.ca>; Warren, Catherine (She/Her) (MNR) <Catherine.Warren@ontario.ca>; Barboza, Karla (MCM) <Karla.Barboza@ontario.ca>; Williams, Kelly (SOLGEN) <Kelly.Williams@ontario.ca>; Meleschuk, Jenn (MTO) <Jenn.Meleschuk@ontario.ca>; aschmidt@crca.ca; mdakin@crca.ca; TBeaubiah@crca.ca; kfurlanetto@crca.ca
Cc: lscanlan@utilitieskingston.com
Subject: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good Afternoon,

Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.

Please see the attached Notice of Commencement for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi

Environmental Assessment Lead

This message is directed in confidence solely to the person(s) named above and may contain privileged, confidential or private information which is not to be disclosed. If you are not the addressee or an authorized representative thereof, please contact the undersigned and then destroy this message.

Ce message est destiné uniquement aux personnes indiquées dans l'entête et peut contenir une information privilégiée, confidentielle ou privée et ne pouvant être divulguée. Si vous n'êtes pas le destinataire de ce message ou une personne autorisée à le recevoir, veuillez communiquer avec le soussigné et ensuite détruire ce message.



Elizabeth Wittmann
Dillon Consulting Limited
51 Breithaupt Street Suite 200
Kingston, Ontario, N2H 5G5
T - 519.571.9833ext. 3157
ewittmann@dillon.ca
www.dillon.ca



----- Forwarded message -----

From: "Harvey, Joseph (MCM)" <Joseph.Harvey@ontario.ca>
To: "lscanlan@utilitieskingston.com" <lscanlan@utilitieskingston.com>

Cc: "bvarghese@dillon.ca" <bvarghese@dillon.ca>, "stasfi@dillon.ca" <stasfi@dillon.ca>, "hroberts1@utilitieskingston.com" <hroberts1@utilitieskingston.com>

Bcc:

Date: Wed, 12 Apr 2023 18:31:10 +0000

Subject: FW: File 0017828: Notice of Public Drop In Session - Kingston Regional Biosolids & Biogas Facility

Lauren Scanlan,

Please find attached our initial advice on the above referenced undertaking.

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 to both Karla Barboza and myself.

Please do not hesitate to contact me with any questions or concerns.

Regards,

Joseph Harvey | Heritage Planner

Citizenship, Inclusion and Heritage Division | Heritage Branch | Heritage Planning Unit

Ministry of Citizenship and Multiculturalism

613.242.3743

Joseph.Harvey@ontario.ca

From: stasfi@dillon.ca <stasfi@dillon.ca> **On Behalf Of** Facility, UK Biogas

Sent: March-14-23 10:43 AM

To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; McMurray, Barb (MECP) <Barb.McMurray@ontario.ca>; aaron.law@ontario.ca; brenda@ontariowater.ca; IMaharjan@ocwa.com; Hammill, Nathan (MEDJCT) <Nathan.Hammill@ontario.ca>; Wittenbrinck, Joerg (ENERGY) <Joerg.Wittenbrinck@ontario.ca>; Warren, Catherine (MNR) <Catherine.Warren@ontario.ca>; Barboza, Karla (MCM) <Karla.Barboza@ontario.ca>; Abdi, Fuad (SOLGEN) <Fuad.Abdi@ontario.ca>; Meleschuk, Jenn (MTO) <Jenn.Meleschuk@ontario.ca>; mdakin@crca.ca; TBeaubiah@crca.ca; kfurlanetto@crca.ca

Cc: Betsy Varghese <bvarghese@dillon.ca>; lscanlan@utilitieskingston.com

Subject: Notice of Public Drop In Session - Kingston Regional Biosolids & Biogas Facility

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good morning,

Please find attached the Notice of Public Drop In Session for the proposed Kingston Regional Biosolids & Biogas Facility.

Thank you,
Sydney Tasfi

This message is directed in confidence solely to the person(s) named above and may contain privileged, confidential or private information which is not to be disclosed. If you are not the addressee or an authorized representative thereof, please contact the undersigned and then destroy this message.

Ce message est destiné uniquement aux personnes indiquées dans l'entête et peut contenir une information privilégiée, confidentielle ou privée et ne pouvant être divulguée. Si vous n'êtes pas le destinataire de ce message ou une personne autorisée à le recevoir, veuillez communiquer avec le soussigné et ensuite détruire ce message.

5 attachments

-  **UK Biosolid - Notice of Commencement.pdf**
316K
-  **Notice of Public Drop In Session_UKBiogasFacility.pdf**
347K
-  **2023-04-12_KingstonBiosolids-BiogasMCM-Ltr.pdf**
213K
-  **FW: File 0017828: Notice of Public Drop In Session - Kingston Regional Biosolids & Biogas Facility.eml**
785K
-  **2023-04-12_KingstonBiosolids-BiogasMCM-Ltr.pdf**
213K

**Ministry of Citizenship
and Multiculturalism**

Heritage Planning Unit
Heritage Branch
Citizenship, Inclusion and
Heritage Division
5th Flr, 400 University Ave
Tel.: 613.242.3743

**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.: 613.242.3743



April 12, 2023

EMAIL ONLY

Lauren Scanlan M.A.Sc., P.Eng.
Utilities Engineer
Utilities Kingston
lscanlan@utilitieskingston.com

MCM File : **0017828**
Proponent : **Utilities Kingston**
Subject : **Municipal Class EA – Schedule C – Notice of Public Drop-in
Session**
Project : **Kingston Regional Biosolids & Biogas Facility**
Location : **Kingston**

Dear Lauren Scanlan:

Thank you for providing the Ministry of Citizenship and Multiculturalism (MCM) with the Notice 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 EA process, the proponent is required to determine a project's potential impact on known (previously recognized) and potential cultural heritage resources.

Project Summary

Utilities Kingston is undertaking a study to investigate the feasibility of a combined biosolids and food waste processing facility at Knox Farm, a municipally-owned property located off Perth Road just north of Highway 401 and Division St. in the City of Kingston. This project is in the early stages, and builds on the Master Plan for Enhanced Biosolids Management and Biogas Utilization, project completed in 2020.

The current project will include a more detailed review of the City-owned Knox Farm Property, followed by an official commencement of the Schedule C Class EA process in accordance with the MCEA's Phases 3 ('alternative design concepts') and 4 ('environmental study report'). The Class EA will culminate with the preparation and public posting of an Environmental Study Report.

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](#) 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 built heritage resources and/or cultural heritage landscapes.

If there is potential for built heritage resources and/or cultural heritage landscapes on the property or within the project area, a Cultural Heritage Evaluation Report (CHER) should be undertaken by a qualified person to determine the cultural heritage value or interest of the property (or project area). If the property (or project area) is determined to be of cultural heritage value or interest and alterations or development is proposed, MCM recommends that a Heritage Impact Assessment (HIA), prepared by a qualified consultant, be completed to assess potential project impacts. Please send the HIA to MCM for review and comment and make it available to local organizations or individuals who have expressed interest in review.

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 to both Karla Barboza and myself.

- Karla Barboza, Team Lead - Heritage | Heritage Planning Unit (Citizenship and Multiculturalism) | 416-660-1027 | karla.barboza@ontario.ca
- Joseph Harvey, Heritage Planner | Heritage Planning Unit (Citizenship and Multiculturalism) | 613-242-3743 | joseph.harvey@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,

Joseph Harvey
Heritage Planner
Heritage Planning Unit
joseph.harvey@Ontario.ca

Copied to: Heather Roberts, Utilities Kingston, Director, Water & Wastewater Services
Betsy Varghese, Partner, Dillon Consulting Limited
Sydney Tasfi, Dillon Consulting Limited

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*.



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

City of Kingston, MEA Class EA, Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Tue, Sep 19, 2023 at 1:14 PM

To: eanotification.eregion@ontario.ca

Cc: lscanlan@utilitieskingston.com, Jon.Orpana@ontario.ca

Good Afternoon,

Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.


Please see the attached Notice of Commencement and PIF for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>


If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

2 attachments

 **UK Biosolid - Notice of Commencement.pdf**
316K

 **MECP_PIF.xlsx**
118K



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Tue, Sep 19, 2023 at 1:57 PM

To: ihashemi@ocwa.com, achik@ocwa.com

Cc: lscanlan@utilitieskingston.com

Good Afternoon,


Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

 **UK Biosolid - Notice of Commencement.pdf**
316K



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Tue, Sep 19, 2023 at 1:54 PM

To: aaron.law@ontario.ca

Cc: lscanlan@utilitieskingston.com

Good Afternoon,


Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

 **UK Biosolid - Notice of Commencement.pdf**
316K

From: Varghese, Betsy <bvarghese@dillon.ca>
Sent: Monday, June 10, 2024 11:13 AM
To: UK Biogas Facility
Subject: Fwd: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

This should go in as part of the response.



Inclusiveness: Enabling belonging to draw strength from our differences.

----- Forwarded message -----

From: Facility, UK Biogas <ukbiogasfacility@dillon.ca>
Date: Thu, Oct 5, 2023 at 9:12 AM
Subject: Re: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility
To: Vanessa Bernicky <vbernicky@smithsfalls.ca>
Cc: lscanlan@utilitieskingston.com <lscanlan@utilitieskingston.com>, Betsy Varghese <bvarghese@dillon.ca>

Hello Vanessa,

Thank you for your interest in the Municipal Class EA study for the proposed Kingston Regional and Biogas Facility.

To answer your question, Utilities Kingston is interested in developing a regional facility and is undertaking a separate business case assessment. For the purposes of the EA, different design tonnage scenarios are being considered, including City of Kingston generated wastes and receiving additional sources of wastes from neighbouring municipalities and from the IC&I sector.

The project team would also like to acknowledge the Town of Smith Falls previous input (Nov 2022) on a survey completed as part of a previous supporting study for this proposed facility. Through the survey, the Town indicated the following:

- Type of Organic Waste: Solid waste (no organic waste pickup program in place)
- 700 tonnes of organic waste/year (estimated as a percentage of total solid waste, 30%)
- The most recent audit completed in 2021/2022

If there have been any changes or new information since you responded to our survey last year, please pass along to our project team.

Thank you,

Kindly,
Avid Banihashemi
Environmental Assessment Lead

On Tue, Sep 19, 2023 at 3:47 PM Vanessa Bernicky <vbernicky@smithsfalls.ca> wrote:

The Town of Smiths Falls was wondering if you were looking at taking surrounding commercial and municipal green bin waste once facility is established?

From: ewittmann@dillon.ca <ewittmann@dillon.ca> **On Behalf Of** Facility, UK Biogas
Sent: Tuesday, September 19, 2023 2:14 PM
To: Kate MacNaughton <kmacnaughton@pecounty.on.ca>; cbraney@pecounty.on.ca; apaschkowiak@pecounty.on.ca; kkelly@greaternapanee.com; tharvey@greaternapanee.com; watersystems@brockville.com; rnolan@brockville.com; praabe@brockville.com; taxesandrevenue@gananoque.ca; bguy@gananoque.ca; pwmanager@gananoque.ca; Paul McMunn <pmcmunn@smithsfalls.ca>; Vanessa Bernicky <vbernicky@smithsfalls.ca>; Jason Barlow <jbarlow@smithsfalls.ca>; mmerritt@loyalist.ca; Shawn Young <syoung@loyalist.ca>; jgawley@loyalist.ca; lmcFarland@loyalist.ca; ascott@loyalist.ca; lmacdonald@loyalist.ca; sashon@belleville.ca; pdecola@belleville.ca; mattt@quintwest.ca; chrisa@quintwest.ca
Cc: lscanlan@utilitieskingston.com
Subject: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

Good Afternoon,

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If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

are not the addressee or an authorized representative thereof, please contact the undersigned and then destroy this message.

Ce message est destiné uniquement aux personnes indiquées dans l'entête et peut contenir une information privilégiée, confidentielle ou privée et ne pouvant être divulguée. Si vous n'êtes pas le destinataire de ce message ou une personne autorisée à le recevoir, veuillez communiquer avec le soussigné et ensuite détruire ce message.



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Tue, Sep 19, 2023 at 2:10 PM

To: jsalter-keane@cityofkingston.ca, jjaynes@cityofkingston.ca, pagnew@cityofkingston.ca, isullivan@cityofkingston.ca, dochej@cityofkingston.ca

Cc: lscanlan@utilitieskingston.com, pmaclatchy@cityofkingston.ca

Good Afternoon,


Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.

Please see the attached Notice of Commencement for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

 **UK Biosolid - Notice of Commencement.pdf**
316K



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Fwd: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

Wittmann, Elizabeth <ewittmann@dillon.ca>
To: UK Biogas Facility <ukbiogasfacility@dillon.ca>

Thu, Sep 21, 2023 at 3:36 PM

----- Forwarded message -----

From: **Brayall, Chantel (MTO)** <Chantel.Brayall@ontario.ca>
Date: Thu, Sep 21, 2023 at 3:34 PM
Subject: RE: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility
To: ewittmann@dillon.ca <ewittmann@dillon.ca>
Cc: Sharma, Prabin (MTO) <Prabin.Sharma@ontario.ca>, Suresh, Kartik (MTO) <Kartik.Suresh@ontario.ca>

Good afternoon Avid,

Please accept this email and letter as a formal response from The Ministry of Transportation (MTO). We have reviewed the Notice of Commencement for the subject lands at Perth Rd and Highway 401 and provide our comments in the attached letter.

If you have any questions or concerns, please let me know.

Thank you,

Chantel Rose Brayall (she/her)

Planning Intern | Corridor Management Section

East Operations | Ministry of Transportation

CorridorEast@Ontario.ca

Chantel.Brayall@Ontario.ca

Work Phone: (813) 484-3571

From: Sharma, Prabin (MTO) <Prabin.Sharma@ontario.ca>
Sent: September 20, 2023 11:40 AM
To: Brayall, Chantel (MTO) <Chantel.Brayall@ontario.ca>
Cc: Taylor, George (MTO) <George.Taylor2@ontario.ca>; Suresh, Kartik (MTO) <Kartik.Suresh@ontario.ca>
Subject: FW: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

Hi Chantel,

Can you draft up a response (similar to the one you prepared for Belleville EA). Area of interest – traffic, swm, setbacks, etc. I'm here if you want to have a quick discussion.

Thanks,

Prabin

From: Suresh, Kartik (MTO) <Kartik.Suresh@ontario.ca>
Sent: September 19, 2023 2:26 PM
To: Sharma, Prabin (MTO) <Prabin.Sharma@ontario.ca>; Taylor, George (MTO) <George.Taylor2@ontario.ca>
Subject: FW: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

Prabin/George,

Please review the email and attachment.

Thanks,

Kartik Suresh, P.Eng., PMP

Head, Corridor Management | Ministry of Transportation

East Operations Branch, Operations Division

1355 John Counter Boulevard

Kingston, ON, K7L 5A3

Cell: 613 539-7628

Email: kartik.suresh@ontario.ca



From: Meleschuk, Jenn (MTO) <Jenn.Meleschuk@ontario.ca>
Sent: September 19, 2023 2:19 PM
To: Suresh, Kartik (MTO) <Kartik.Suresh@ontario.ca>
Subject: FW: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

For you I believe but please correct me if I am wrong.

Thanks,
Jenn

From: ewittmann@dillon.ca <ewittmann@dillon.ca> **On Behalf Of** Facility, UK Biogas

Sent: September 19, 2023 2:13 PM

To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; McMurray, Barb (MECP) <Barb.McMurray@ontario.ca>;
rahim@ontariowater.ca; IMaharjan@ocwa.com; Thompson, Erin (She/Her) (MEDJCT) <Erin.Thompson@ontario.ca>;
Wittenbrinck, Joerg (ENERGY) <Joerg.Wittenbrinck@ontario.ca>; Elms, Michael (MMAH) <Michael.Elms@ontario.ca>;
Warren, Catherine (She/Her) (MNR) <Catherine.Warren@ontario.ca>; Barboza, Karla (MCM)
<Karla.Barboza@ontario.ca>; Williams, Kelly (SOLGEN) <Kelly.Williams@ontario.ca>; Meleschuk, Jenn (MTO)
<Jenn.Meleschuk@ontario.ca>; aschmidt@crca.ca; mdakin@crca.ca; TBeaubiah@crca.ca; kfurlanetto@crca.ca

Cc: lscanlan@utilitieskingston.com

Subject: Notice of Commencement - Kingston Regional Biosolids & Biogas Facility

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good Afternoon,

Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston (refer to proposed project location map). The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce renewable natural gas (biogas) and other beneficial resources.

Please see the attached Notice of Commencement for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi

Environmental Assessment Lead

This message is directed in confidence solely to the person(s) named above and may contain privileged, confidential or private information which is not to be disclosed. If you are not the addressee or an authorized representative thereof, please contact the undersigned and then destroy this message.

Ce message est destiné uniquement aux personnes indiquées dans l'entête et peut contenir une information privilégiée, confidentielle ou privée et ne pouvant être divulguée. Si vous n'êtes pas le destinataire de ce message ou une personne autorisée à le recevoir, veuillez communiquer avec le soussigné et ensuite détruire ce message.




Elizabeth Wittmann
Dillon Consulting Limited
 51 Breithaupt Street Suite 200
 Kitchener, Ontario, N2H 5G5
 T - 519.571.9833 ext. 3157
 ewittmann@dillon.ca
 www.dillon.ca



3 attachments

Ontario  image001.png
 3K

Ontario  image001.png
 3K

 **Kingston Regional Biosolids & Biogas - HWY 401 - MTO Letter Response - Utilities Kingston.pdf**
 466K

Ministry of Transportation

Corridor Management Section
1355 John Counter Boulevard
Postal Bag 4000
Kingston, Ontario K7L 5A3
Tel.: 613-484-3571

Ministère des Transports

Section de gestion des corridors routiers
1355, boulevard John Counter
CP/Service de sacs 4000
Kingston (Ontario) K7L 5A3
Tél.: 1-800-267-0295



September 21, 2023

Avid Banihashemi
Environmental Assessment Lead
Kingston, ON Canada

Via email: ewittmann@dillon.ca

Re: Notice of Commencement – Kingston Regional Biosolids & Biogas Facility – MTO Response
Location: Perth Rd and Hwy 401 – Part Lot 23 & 24, Concession 3, Kingston

Thank you for circulating the Notice of Commencement for the above referenced location to the Ministry of Transportation (MTO) for review. The Ministry understands that the proposal is to commence schedule 'C' Municipal Class Environmental Assessment for Kingston Regional Biosolids & Biogas. The Ministry provides following comments in accordance with *the Public Transportation and Highway Improvement Act* (PTHIA) and the Highway Corridor Management Manual:

Under the authority of the PTHIA, the Ministry, through the issuance of permits, controls all land use within 45 metres of the highway right-of-way and the area within 395 metres of the centre-point of the highway intersection and any intersecting road. Please note that the subject land is within the Ministry's permit control area as defined by PTHIA. Therefore, Ministry approvals and permits are required prior to the construction and/or alteration of any buildings and/or structures and prior to the issuance of any municipal building permits or approvals as per Section 8. (2) (a) of the *Building Code Act*. The permit application can be submitted online using the Highway Corridor Management Online Services at: <https://hcms.mto.gov.on.ca/>.

A Building and Land Use permit is required for any development within the MTO's jurisdiction prior to construction. For this application the MTO will require a complete site plan which must include engineered, scalable, and stamped drawings that depict all existing and proposed structures or features with all applicable setbacks. Please also note that there are other site-specific requirements that must be satisfied by all developments/projects along the provincial highway. The Ministry will communicate those requirements as further project details are made available to the MTO for review. In addition to the Building and Land Use permit, a sign permit may be required if a sign is proposed for the site that is visible from the Highway.

Kindly note that the MTO is interested in reviewing project details including the Site Plan, Traffic Impact Study, Stormwater Management Report, and Illumination Plan in support of the development. The Ministry looks forward to reviewing the details of the plan.

MTO, as an agent of the Crown, will not issue an approval that will contravene another regulatory agency's statutory mandate. Therefore, prior to issuing any approvals, MTO requires

confirmation that the necessary approvals from the municipality and other regulatory agencies have been granted, approvals in principle have been provided or no approvals are required.

If you have any further questions concerning this matter, please feel free to contact me at CorridorEast@ontario.ca

Kind Regards,

Chantel Rose Brayall (she/her)

Planning Intern | Corridor Management Section


East Operations | Ministry of Transportation

CorridorEast@Ontario.ca

Chantel.Brayall@Ontario.ca

Work Phone: (613) 484-3571

Subject: RE: Biogas Facility

 **Scanlan, Lauren** lscanlan@utilitieskingston.com
to Jenna Campbell

You are viewing an attached message. Dillon Consulting Limited Mail can't verify the authenticity of attached messages.

Thanks Jenna,

Will do!

Lauren



Lauren Scanlan, M.A.Sc., P.Eng.
Utilities Engineer
P.O. Box 790, Kingston, ON K7L 4X7
P: 613-546-1181 x.2482 C: 613-217-7181
lscanlan@utilitieskingston.com



Utilities Kingston acknowledges that we are situated on the ancestral and continuing unceded territory of the Huron-Wendat, Anishinaabe and Haudenosaunee People delivering our services with care for the Earth.

From: Jenna Campbell <jcampbell@oyalist.ca>
Sent: Friday, September 22, 2023 9:06 AM
To: Scanlan, Lauren <lscanlan@utilitieskingston.com>
Subject: Biogas Facility

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Lauren,

I saw your Notice of Commencement for the MCEA for the Biogas Facility. Are you able to add me to the project contact list, please?

Thanks,

Jenna Campbell (she/her) MPA, P.Eng.
Director
Corporate Services
Loyalist Township
Building a Healthy, Engaged Community
263 Main Street, Odessa, Ontario K0H 2H0
613-386-7351 ext. 151
jcampbell@oyalist.ca
loyalist.ca



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

RE: Hydro One Response: 20230928-NoticeOfCommence-Kingston Regional Biosolids and Biogas Facility

1 message

Scanlan, Lauren <lscanlan@utilitieskingston.com>

Mon, Oct 2, 2023 at 8:21 AM

To: SECONDARY LAND USE Department <Department.SecondaryLandUse@hydroone.com>

Cc: "Facility, UK Biogas" <ukbiogasfacility@dillon.ca>

Good Morning,

Thank you very much for the information letter. We will keep you on our consultation distribution list for this project.

Kind Regards,

Lauren.

Lauren Scanlan, M.A.Sc., P.Eng.
Utilities Engineer
P.O. Box 790, Kingston, ON K7L 4X7
P: 613-546-1181 x.2462 C: 613-217-7181
lscanlan@utilitieskingston.com

Utilities Kingston acknowledges that we are situated on the ancestral and continuing unceded territory of the Huron-Wendat, Anishinaabe and Haudenosaunee Peoples. We thank these Peoples for their stewardship of the land. As we preserve and protect the land and water, we commit to delivering our services with care for the Earth.

-----Original Message-----

From: SUN Hongxia <Susan.SUN@HydroOne.com> On Behalf Of SECONDARY LAND USE Department

Sent: Thursday, September 28, 2023 11:21 AM

To: Scanlan, Lauren <lscanlan@utilitieskingston.com>

Cc: SECONDARY LAND USE Department <Department.SecondaryLandUse@hydroone.com>

Subject: Hydro One Response: 20230928-NoticeOfCommence-Kingston Regional Biosolids and Biogas Facility

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Please see the attached for Hydro One's Response.

Hydro One Networks Inc

SecondaryLandUse@HydroOne.com

This email and any attached files are privileged and may contain confidential information intended only for the person or persons named above. Any other distribution, reproduction, copying, disclosure, or other dissemination is strictly prohibited. If you have received this email in error, please notify the sender immediately by reply email and delete the transmission received by you. This statement applies to the initial email as well as any and all copies (replies and/or forwards) of the initial email



Hydro One Networks Inc.

483 Bay Street
8th Floor South Tower
Toronto, Ontario M5G 2P5

HydroOne.com

September 28, 2023

Re: Kingston Regional Biosolids and Biogas Facility

Attention:

Lauren Scanlan M.A.Sc., P.Eng.
Utilities Engineer, Utilities Kingston

Thank you for sending us notification regarding (Kingston Regional Biosolids and Biogas Facility). In our assessment, we have confirmed that Hydro One has existing distribution assets within your study area.

At this time we do not have sufficient information to comment on the potential resulting impacts that your project may have on our infrastructure. As such, we must stay informed as more information becomes available so that we can advise if any of the alternative solutions present actual conflicts with our assets, and if so; what resulting measures and costs could be incurred by the proponent. Note that this response does not constitute approval for your plans and is being sent to you as a courtesy to inform you that we must continue to be consulted on your project.

Hydro One must be consulted during all stages of your project. Please ensure that all future communications about this and future project(s) are sent to us electronically to secondarylanduse@hydroone.com

Sent on behalf of,

**Secondary Land Use
Asset Optimization
Strategy & Integrated Planning
Hydro One Networks Inc.**

Notice of Public Information Centre



Nouveau directeur au Bureau de la direction de l'éducation Re: [Externe] Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Stéphane Vachon <stephane.vachon@cepeo.on.ca>
To: ukbiogasfacility@dillon.ca

Tue, Mar 12, 2024 at 1:34 PM

Bonjour,

Veuillez noter qu'effectif immédiatement, M. Christian-Charle Bouchard est nommé à titre de directeur de l'éducation et secrétaire-trésorier du Conseil des écoles publiques de l'Est de l'Ontario.

On peut joindre M. Bouchard :
courriel : christian-charle.bouchard@cepeo.on.ca

Merci

--
Stéphane Vachon
Directeur de l'éducation et secrétaire-trésorier par intérim

Conseil des écoles publiques de l'Est de l'Ontario
T 613-742-8960, poste 2273 C stephane.vachon@cepeo.on.ca
<[https://urldefense.com/v3/https://www.facebook.com/cepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dFzjKV6ng\\$](https://urldefense.com/v3/https://www.facebook.com/cepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dFzjKV6ng$) > <[https://urldefense.com/v3/https://fr.linkedin.com/school/cepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dHP8cV0aw\\$](https://urldefense.com/v3/https://fr.linkedin.com/school/cepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dHP8cV0aw$) >
<[https://urldefense.com/v3/https://twitter.com/Ottawacepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dETO7pyZg\\$](https://urldefense.com/v3/https://twitter.com/Ottawacepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dETO7pyZg$) > <[https://urldefense.com/v3/https://www.instagram.com/moncepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dFmMPLF0w\\$](https://urldefense.com/v3/https://www.instagram.com/moncepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dFmMPLF0w$) >
<[https://urldefense.com/v3/https://www.youtube.com/user/ottawacepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dFSCo-XQQ\\$](https://urldefense.com/v3/https://www.youtube.com/user/ottawacepeo_/!!L6Qiy2W1hJLYg5QahE!1ZOvVJcLsXWw62T4S0QkTEzCtXs-FsoVnRya25TPPMXAwfZQwCSKf2T6ouwlucN6KHJW9FMkpWPZVZ-ZMW56WKA3qU4dFSCo-XQQ$) >

--
Le présent courriel contient des renseignements destinés uniquement à l'entité nommée dans le message.

Si la personne qui lit ce message n'est ni celle à qui le message est destiné ni celle qui est responsable de le livrer au destinataire prévu, vous êtes formellement avisé qu'il est strictement interdit de lire, divulguer, distribuer ou copier ce message. Si vous avez reçu ce message par erreur, veuillez nous en informer par retour de courriel et supprimer le message original.



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Tue, Mar 12, 2024 at 1:46 PM

Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Bcc: christian-charle.bouchard@cepeo.on.ca

Good Afternoon,


Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston. The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce a renewable natural gas (biogas) and other beneficial resources.

On behalf of Utilities Kingston, attached please find the Notice of Public Information Centre (PIC) for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

 **Notice of PIC_UK Biosolids.pdf**
229K



Fwd: Automatic reply: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Wittmann, Elizabeth <ewittmann@dillon.ca>
To: UK Biogas Facility <ukbiogasfacility@dillon.ca>

Tue, Mar 12, 2024 at 1:52 PM

----- Forwarded message -----

From: **Hsu-CO, Ted** <thsu.mpp.co@liberal.ola.org>
Date: Tue, Mar 12, 2024 at 2:31 PM
Subject: Automatic reply: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility
To: ewittmann@dillon.ca <ewittmann@dillon.ca>

Hello and thank you for taking the time to contact the constituency office of Ted Hsu, MPP for Kingston and the Islands. MPP Hsu always appreciates hearing from his constituents. This email inbox is monitored by MPP Hsu's team, and your concerns have been noted. Please note that this email account is used to provide information and assistance to MPP Hsu's constituents in Kingston and the Islands.

Due to the large volume of emails we receive daily, priority will be given to constituents of the riding of Kingston and the Islands, and we may not always be able to respond immediately. **We may also not be able to respond to form or robot-generated, anonymous, cc'd or forwarded emails.**

If you have submitted a request for assistance, please ensure you have included your **full name**, **mailing address (including postal code)** and daytime **telephone number** so a team member can respond directly or connect you with your own MPP. If you require more immediate assistance, please call the constituency office at **613-547-2385**.

As this is a provincial legislature office, if you are contacting us about a federal issue (such as CPP, OAS, Passports, or Immigration) please direct your enquiry to MP Mark Gerretsen's office by emailing Mark.Gerretsen@parl.gc.ca or by phone at 613-542-3243. If you are contacting us about a municipal matter (such as bylaw enforcement or property standards), please see the website for the City of Kingston at [Contact Us - City of Kingston](#) or call 613-546-0000.

You may find the answers you need by accessing 211, a free and confidential 24-hour helpline that provides information and referrals to social services, community programs, and government support across the province. Just dial or text 2-1-1 or visit 211ontario.ca to search for services.

Thank you again for taking the time to contact us. Our team is taking the time to review your message and will act accordingly.

Sincerely,
Office of Ted Hsu, MPP
Kingston and the Islands
thsu.mpp.co@ola.org
Phone: 613-547-2385

--

Bonjour et merci d'avoir pris le temps de contacter le bureau de circonscription de Ted Hsu, député provincial de Kingston et les Îles.

Le député Hsu est toujours ravi de recevoir des nouvelles de ses concitoyens. Vos préoccupations ont été notées et seront partagées avec M. Hsu. Veuillez noter que ce compte courriel est suivi de près à fin de fournir de l'information pertinente et de l'aide aux concitoyens de M. Hsu à Kingston et les Îles.

En raison du volume important de courriels que nous recevons quotidiennement, la priorité sera accordée aux électeurs de la circonscription de Kingston et les Îles. Nous ne pouvons pas garantir une réponse aux courriels de type formulaire, anonyme, automatique, mis en copie ou transféré.

Si vous avez soumis une demande d'assistance, veuillez SVP vous assurer d'avoir inclus votre **nom complet, votre adresse postale** et votre **numéro de téléphone** afin qu'un membre de son équipe puisse vous répondre directement ou vous mettre en contact avec votre propre député provincial. Si vous avez besoin d'aide immédiate, veuillez appeler notre bureau de circonscription au **613 547-2385**.

Puisque nous travaillons au niveau provincial, je vous prierai d'envoyer toutes questions fédérales (telles que le RPC, la SV, les passeports ou l'immigration) au bureau du député fédérale Mark Gerretsen en envoyant un courriel à Mark.Gerretsen@parl.gc.ca ou par téléphone au 613-542-3243.

De plus, pour toutes questions municipales (telles que l'application des règlements ou les normes foncières), veuillez consulter le site Web de la [ville de Kingston](http://ville.de.Kingston) ou appelez le 613-546-0000.

Vous pouvez également trouver les réponses dont vous avez besoin en accédant au 211, une ligne d'assistance gratuite et confidentielle 24 heures sur 24 qui fournit des renseignements et des références aux services sociaux, aux programmes communautaires et au soutien gouvernemental à travers la province. Composez ou textez simplement le 2-1-1 ou visitez 211ontario.ca pour **rechercher** des services.

Merci encore d'avoir pris le temps de nous contacter. Soyez assuré que M. Hsu apprécie vos commentaires et que son équipe prendra le temps de répondre à votre message **et de vous assister**.

Sincèrement,

Bureau du député Ted Hsu

Kingston et les Îles

tedhsu.mpp.co@ola.org

Téléphone : 613-547-2385

--



Elizabeth Wittmann
Dillon Consulting Limited
51 Breithaupt Street Suite 200
Kitchener, Ontario, N2H 5G5
T - 519.571.9833ext. 3157
ewittmann@dillon.ca
www.dillon.ca





Facility, UK Biogas <ukbiogasfacility@dillon.ca>

RE: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Dick, Sarah (MECP) <Sarah.Dick@ontario.ca>
To: "Facility, UK Biogas" <ukbiogasfacility@dillon.ca>

Tue, Mar 12, 2024 at 2:01 PM

Thank you, Elizabeth.

Sarah Dick

Environmental Compliance Officer – Badge #1311

Kingston District Office - Ministry of Environment, Conservation, and Parks

phone: 613-540-6869

Are you reporting a spill? Please contact the Ministry of the Environment, Conservation and Parks, Spills Action Centre at 1-416-325-3000 or 1-800-268-6060.

Are you reporting a pollution incident or environmental concern? Please use the ministry's online pollution reporting tool or for more urgent matters contact the Pollution Hotline at 1-866-663-8477.

We want to hear from you. How was my service? You can provide feedback at 1-888-745-8888 or ontario.ca/inspectionfeedback.

From: ewittmann@dillon.ca <ewittmann@dillon.ca> **On Behalf Of** Facility, UK Biogas
Sent: Tuesday, March 12, 2024 3:00 PM
To: Dick, Sarah (MECP) <Sarah.Dick@ontario.ca>
Cc: Kelly, Shannon M. (MECP) <Shannon.M.Kelly@ontario.ca>
Subject: Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hi Sarah,

Confirming that we have added Shannon to the project contact list.

Thank you,

Elizabeth Wittmann

Environmental Planner

On Tue, Mar 12, 2024 at 2:52 PM Dick, Sarah (MECP) <Sarah.Dick@ontario.ca> wrote:

Hello,

Can you please add Shannon Kelly (Kingston District Agricultural Officer) to this mailing list.

Thank you,

Sarah

Sarah Dick

Environmental Compliance Officer – Badge #1311

Kingston District Office - Ministry of Environment, Conservation, and Parks

phone: 613-540-6869

Are you reporting a spill? Please contact the Ministry of the Environment, Conservation and Parks, Spills Action Centre at 1-416-325-3000 or 1-800-268-6060.

Are you reporting a pollution incident or environmental concern? Please use the ministry's online pollution reporting tool or for more urgent matters contact the Pollution Hotline at 1-866-663-8477.

We want to hear from you. How was my service? You can provide feedback at 1-888-745-6888 or ontario.ca/inspectionfeedback

From: ewittmann@dillon.ca <ewittmann@dillon.ca> **On Behalf Of** Facility, UK Biogas

Sent: Tuesday, March 12, 2024 2:32 PM

To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; Ahmed, Aziz (MECP) <Aziz.Ahmed@ontario.ca>; Soo, Edward (MECP) <Edward.Soo@ontario.ca>; Orpana, Nancy (MECP) <Nancy.Orpana@ontario.ca>; Zambito, Nick (MECP) <Nick.Zambito@ontario.ca>; Sacilotto, Roberto (He/Him) (MECP) <Roberto.Sacilotto@ontario.ca>; Dick, Sarah (MECP) <Sarah.Dick@ontario.ca>; Smith, Suzanne (MECP) <Suzanne.Smith@ontario.ca>; rahim@ontariowater.ca; Iman Hashemi Siahpoosh <ihashemi@ocwa.com>; Alex Ho Shing Chik <ACHik@ocwa.com>; Thompson, Erin (She/Her) (MEDJCT) <Erin.Thompson@ontario.ca>; Wittenbrinck, Joerg (ENERGY) <Joerg.Wittenbrinck@ontario.ca>; Elms, Michael (MMAH) <Michael.Elms@ontario.ca>; McCloskey, Amanda (She/Her) (MNRF) <Amanda.McCloskey@ontario.ca>; Warren, Catherine (She/Her) (MNRF) <Catherine.Warren@ontario.ca>; Barboza, Karla (She/Her) (MCM) <Karla.Barboza@ontario.ca>; Abdi, Fuad (SOLGEN) <Fuad.Abdi@ontario.ca>; Williams, Kelly (SOLGEN) <Kelly.Williams@ontario.ca>; Meleschuk, Jenn (MTO) <Jenn.Meleschuk@ontario.ca>; Suresh, Kartik (MTO) <Kartik.Suresh@ontario.ca>; Sharma, Prabin (MTO) <Prabin.Sharma@ontario.ca>; Taylor, George (MTO) <George.Taylor2@ontario.ca>; Brayall, Chantel (MTO) <Chantel.Brayall@ontario.ca>

Cc: Scanlan, Lauren <lscanlan@utilitieskingston.com>

Subject: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good Afternoon,

Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston. The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce a renewable natural gas (biogas) and other beneficial resources.

On behalf of Utilities Kingston, attached please find the Notice of Public Information Centre (PIC) for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

This message is directed in confidence solely to the person(s) named above and may contain privileged, confidential or private information which is not to be disclosed. If you are not the addressee or an authorized representative thereof, please contact the undersigned and then destroy this message.

Ce message est destiné uniquement aux personnes indiquées dans l'entête et peut contenir une information privilégiée, confidentielle ou privée et ne pouvant être divulguée. Si vous n'êtes pas le destinataire de ce message ou une personne autorisée à le recevoir, veuillez communiquer avec le soussigné et ensuite détruire ce message.

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Facility, UK Biogas <ukbiogasfacility@dillon.ca>

RE: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Gerretsen, Mark - M.P. <Mark.Gerretsen@parl.gc.ca>
To: "Facility, UK Biogas" <ukbiogasfacility@dillon.ca>

Wed, Mar 13, 2024 at 10:01 AM

Good morning Avid,

Thank you for bringing this Notice to MP Gerretsen's attention.

Sincerely,

Office of MP Mark Gerretsen

From: ewittmann@dillon.ca <ewittmann@dillon.ca> **On Behalf Of** Facility, UK Biogas
Sent: Tuesday, March 12, 2024 2:31 PM
To: Gerretsen, Mark - M.P. <Mark.Gerretsen@parl.gc.ca>; thsu.mpp.co@ola.org
Cc: Scanlan,Lauren <lscanlan@utilitieskingston.com>
Subject: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

Good Afternoon,

Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston. The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce a renewable natural gas (biogas) and other beneficial resources.

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Avid Banihashemi

Environmental Assessment Lead

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Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Mon, Mar 25, 2024 at 1:25 PM

To: jsalter-keane@cityofkingston.ca, PMacLatchy@cityofkingston.ca, jjaynes@cityofkingston.ca, pagnew@cityofkingston.ca

Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Good afternoon,

This is a reminder of the upcoming Public Information Centre for the Kingston Regional Biosolids & Biogas Facility Municipal Class Environmental Assessment.

The Public Information Centre will be held on Wednesday March 27, 2024.

The in-person drop-in style session will be held from 4pm-8pm at the Utilities Kingston Main Office (85 Lappan's Lane, Kingston, ON).

The virtual session will be held from 7pm-8pm. If you're interested in attending the virtual session please register here: <https://us06web.zoom.us/join/1ZUodeiqrz8sHdl26Lzoxja8J1EWwpdDdbK>

If you have any questions or comments about the Project, please respond back to this email or contact the following Project team members:

Lauren Scanlan, Project Advisor – Risk & Research, Utilities Kingston
lscanlan@utilitieskingston.com; (613) 546-1181, ext. 2462

Betsy Varghese, Partner, Dillon Consulting Limited
UKBiogasFacility@dillon.ca; (416) 229-4647, ext. 2326

You can also visit the Utilities Kingston project website for more information on the project. A survey to provide feedback on the project will be available on the website from March 27, 2024 to April 12, 2024: <https://utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

On Tue, Mar 12, 2024 at 2:32 PM Facility, UK Biogas <ukbiogasfacility@dillon.ca> wrote:

Good Afternoon,

Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston. The intent is that the facility will process wastes from the City's wastewater treatment plants and "Green Bin" program to produce a renewable natural gas (biogas) and other beneficial resources.

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead



Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>
To: aschmidt@crca.ca, mdakin@crca.ca, TBeaubiah@crca.ca
Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Mon, Mar 25, 2024 at 1:24 PM

Good afternoon,

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lscanlan@utilitieskingston.com; (613) 546-1181, ext. 2462

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

On Tue, Mar 12, 2024 at 2:31 PM Facility, UK Biogas <ukbiogasfacility@dillon.ca> wrote:

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead



Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>
To: mark.gerretsen@parl.gc.ca, thsu.mpp.co@ola.org
Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Mon, Mar 25, 2024 at 1:19 PM

Good afternoon,

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If you have any questions or comments about the Project, please respond back to this email or contact the following Project team members:

Lauren Scanlan, Project Advisor – Risk & Research, Utilities Kingston
lscanlan@utilitieskingston.com; (613) 546-1181, ext. 2462

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

On Tue, Mar 12, 2024 at 2:30 PM Facility, UK Biogas <ukbiogasfacility@dillon.ca> wrote:

Good Afternoon,

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Kind Regards,

Avid Banihashemi



Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>
To: "Kelly, Shannon M. (MECP)" <shannon.m.kelly@ontario.ca>
Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Mon, Mar 25, 2024 at 1:23 PM

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lscanlan@utilitieskingston.com; (613) 546-1181, ext. 2462

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

On Tue, Mar 12, 2024 at 2:31 PM Facility, UK Biogas <ukbiogasfacility@dillon.ca> wrote:

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead



Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Mon, Mar 25, 2024 at 1:21 PM

To: eanotification.eregion@ontario.ca

Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>, "Orpana, Jon (MECP)" <Jon.Orpana@ontario.ca>

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Environmental Assessment Lead

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead



Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Mon, Mar 25, 2024 at 1:30 PM

Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Bcc: SecondaryLandUse@hydroone.com, tammy.wong@opg.com, [REDACTED]

Good afternoon,

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On Tue, Mar 12, 2024 at 2:35 PM Facility, UK Biogas <ukbiogasfacility@dillon.ca> wrote:

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead



Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Mon, Mar 25, 2024 at 1:30 PM

Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Bcc: GEN-NHQ-ONT-CLDC-CAPC@csc-scc.gc.ca, Thomas.Rittwage@csc-scc.gc.ca, Catherine.Buragina@csc-scc.gc.ca, splinter@queensu.ca, lrao@queensu.ca, mabeew@queensu.ca, bsills@sl.on.ca, qa-aq@rmcc-cmrc.ca, janet.mifflin@kingstonhsc.ca, director@limestone.on.ca, ddesantis@alcdsb.on.ca, bertma@ecolecatholique.ca, christian-charle.bouchard@cepeo.on.ca, ask@kingstownschool.ca, admin@kingstonchristianschool.ca, Info@lakeshoreschool.ca, eturcke@leahurstcollege.ca, administrator@mulberrywaldorfschool.ca, admin@quintillianschool.ca, mmills@frontenacounty.ca, fireprevention@cityofkingston.ca, lsargeant@cityofkingston.ca

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lscanlan@utilitieskingston.com; (613) 546-1181, ext. 2462

Betsy Varghese, Partner, Dillon Consulting Limited
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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

On Tue, Mar 12, 2024 at 2:34 PM Facility, UK Biogas <ukbiogasfacility@dillon.ca> wrote:

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members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead



Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Mon, Mar 25, 2024 at 1:28 PM

Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Bcc: [REDACTED], info@pdca.ca, [REDACTED], [REDACTED], k [REDACTED], info@kingstonchamber.ca, hello@downtownkingston.ca, Michele@downtownkingston.ca, visit@tourismkingston.com, megan@tourismkingston.com, info@seniorskingston.ca, crncengagement@gmail.com, [REDACTED], info@pcbf.org, [REDACTED], 350Kingston@gmail.com, info@investkingston.ca, gillespie@investkingston.ca, info@kingstonfieldnaturalists.org, isullivan@cityofkingston.ca, dochej@cityofkingston.ca, info@switchontario.ca, info@sustainablekingston.ca, geoff@sustainablekingston.com, [REDACTED], reception.ca@frulact.com, [REDACTED], [REDACTED]

Good afternoon,

This is a reminder of the upcoming Public Information Centre for the Kingston Regional Biosolids & Biogas Facility Municipal Class Environmental Assessment.

The Public Information Centre will be held on Wednesday March 27, 2024.

The in-person drop-in style session will be held from 4pm-8pm at the Utilities Kingston Main Office (85 Lappan's Lane, Kingston, ON).

The virtual session will be held from 7pm-8pm. If you're interested in attending the virtual session please register here: <https://us06web.zoom.us/join/register/tZUodeIqrz8sHdl26Lizozja8J1EWwpdDdbK>

If you have any questions or comments about the Project, please respond back to this email or contact the following Project team members:

Lauren Scanlan, Project Advisor – Risk & Research, Utilities Kingston
lscanlan@utilitieskingston.com; (613) 546-1181, ext. 2462

Betsy Varghese, Partner, Dillon Consulting Limited
UKBiogasFacility@dillon.ca; (416) 229-4647, ext. 2326

You can also visit the Utilities Kingston project website for more information on the project. A survey to provide feedback on the project will be available on the website from March 27, 2024 to April 12, 2024: <https://utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

On Tue, Mar 12, 2024 at 2:33 PM Facility, UK Biogas <ukbiogasfacility@dillon.ca> wrote:
Good Afternoon,

Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston. The intent is that the facility will process wastes from the City's wastewater treatment plants and 'Green Bin' program to produce a renewable natural gas (biogas) and other beneficial resources.

On behalf of Utilities Kingston, attached please find the Notice of Public Information Centre (PIC) for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project

website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

If you have any questions or comments about the Project, please respond back to this email or contact the Project team members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead



Re: Notice of Public Information Centre - Kingston Regional Biosolids & Biogas Facility

1 message

Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Mon, Mar 25, 2024 at 1:25 PM

To: Kate MacNaughton <kmacnaughton@pecounty.on.ca>, cbraney@pecounty.on.ca, apaschkowiak@pecounty.on.ca, kkelly@greaternapanee.com, tharvey@greaternapanee.com, watersystems@brockville.com, molan@brockville.com, praabe@brockville.com, taxesandrevenue@gananoque.ca, bguy@gananoque.ca, pwmanager@gananoque.ca, pmcmunn@smithsfalls.ca, Vanessa Bernicky <vbernicky@smithsfalls.ca>, jbarlow@smithsfalls.ca, jcampbell@loyalist.ca, mmerritt@loyalist.ca, Shawn Young <syoun@loyalist.ca>, jgawley@loyalist.ca, lmcFarland@loyalist.ca, ascott@loyalist.ca, lmacdonald@loyalist.ca, sashon@belleville.ca, pdecola@belleville.ca, matt@quintwest.ca, chrisa@quintwest.ca
Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Good afternoon,

This is a reminder of the upcoming Public Information Centre for the Kingston Regional Biosolids & Biogas Facility Municipal Class Environmental Assessment.

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If you have any questions or comments about the Project, please respond back to this email or contact the following Project team members:

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lscanlan@utilitieskingston.com; (613) 546-1181, ext. 2462

Betsy Varghese, Partner, Dillon Consulting Limited
UKBiogasFacility@dillon.ca; (416) 229-4647, ext. 2326

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Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

On Tue, Mar 12, 2024 at 2:32 PM Facility, UK Biogas <ukbiogasfacility@dillon.ca> wrote:

Good Afternoon,

Utilities Kingston is undertaking a Municipal Class Environmental Assessment (Class EA) for a combined biosolids and food waste processing facility at Knox Farm (the Project), a municipally-owned property located off of Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston. The intent is that the facility will process wastes from the City's wastewater treatment plants and 'Green Bin' program to produce a renewable natural gas (biogas) and other beneficial resources.

On behalf of Utilities Kingston, attached please find the Notice of Public Information Centre (PIC) for the Kingston Regional Biosolids & Biogas Facility Municipal Class EA. Information can also be found on the project website <http://www.utilitieskingston.com/Projects/Detail/RegionalBiosolidsBiogasFacility>

If you have any questions or comments about the Project, please respond back to this email or contact the Project team

members listed in the notice.

Kind Regards,

Avid Banihashemi
Environmental Assessment Lead

Other Communications



Facility, UK Biogas <ukbiogasfacility@dillon.ca>

RE: Kingston Utilities Biogas Facility

1 message

Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>

Wed, Nov 22, 2023 at 4:31 PM

To: "Varghese, Betsy" <bvarghese@dillon.ca>

Cc: "Scanlan, Lauren" <lscanlan@utilitieskingston.com>, "Facility, UK Biogas" <ukbiogasfacility@dillon.ca>, "Smith, Suzanne (MECP)" <Suzanne.Smith@ontario.ca>, "Kelly, Shannon M. (MECP)" <Shannon.M.Kelly@ontario.ca>, Sydney Tasfi <stasfi@dillon.ca>, "Soo, Edward (MECP)" <Edward.Soo@ontario.ca>, "Orpana, Nancy (MECP)" <Nancy.Orpana@ontario.ca>, "Zambito, Nick (MECP)" <Nick.Zambito@ontario.ca>, "Corbett-Hains, Hamish" <hhains@dillon.ca>, "Banihashemi, Avid" <abanihashemi@dillon.ca>, Bram Bontje <bbontje@dillon.ca>

Perfect, thank you!

From: Varghese, Betsy <bvarghese@dillon.ca>

Sent: November 22, 2023 4:31 PM

To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>

Cc: Scanlan, Lauren <lscanlan@utilitieskingston.com>; Facility, UK Biogas <ukbiogasfacility@dillon.ca>; Smith, Suzanne (MECP) <Suzanne.Smith@ontario.ca>; Kelly, Shannon M. (MECP) <Shannon.M.Kelly@ontario.ca>; Sydney Tasfi <stasfi@dillon.ca>; Soo, Edward (MECP) <Edward.Soo@ontario.ca>; Orpana, Nancy (MECP)

<Nancy.Orpana@ontario.ca>; Zambito, Nick (MECP) <Nick.Zambito@ontario.ca>; Corbett-Hains, Hamish

<hhains@dillon.ca>; Banihashemi, Avid <abanihashemi@dillon.ca>; Bram Bontje <bbontje@dillon.ca>

Subject: Re: Kingston Utilities Biogas Facility

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

The time works for the Dillon team as well. I've cc'ed them on this email.

Cheers,
Betsy



Betsy Varghese
Partner
Dillon Consulting Limited
235 Yorkland Blvd Suite 800
Toronto, Ontario, M2J 4Y8
T - 416.229.4647 ext. 2326
F - 416.229.4692
M - 416.817.8045
bvarghese@dillon.ca
www.dillon.ca



On Wed, Nov 22, 2023 at 3:46 PM Orpana, Jon (MECP) <Jon.Orpana@ontario.ca> wrote:

Thank you Lauren on behalf of MECP staff.

Jon

Jon K. Orpana hear name
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) 548-6918

Fax: (613) 548-6908

Email: jon.orpana@ontario.ca

From: Scanlan, Lauren <lscanlan@utilitieskingston.com>

Sent: November 22, 2023 3:31 PM

To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Cc: Betsy Varghese <bvarghese@dillon.ca>; Smith, Suzanne (MECP) <Suzanne.Smith@ontario.ca>; Kelly, Shannon M. (MECP) <Shannon.M.Kelly@ontario.ca>; Sydney Tasfi <stasfi@dillon.ca>; Soo, Edward (MECP) <Edward.Soo@ontario.ca>; Orpana, Nancy (MECP) <Nancy.Orpana@ontario.ca>; Zambito, Nick (MECP) <Nick.Zambito@ontario.ca>

Subject: RE: Kingston Utilities Biogas Facility

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hi Jon & Avid,

Utilities Kingston representatives can make Dec 7 from 1:30-3:30pm work (but not 9-11am).

I will let Avid reply with Dillon's availability.

Thank you,

Lauren.



Lauren Scanlan, M.A.Sc., P.Eng.

Utilities Engineer

P.O. Box 790, Kingston, ON K7L 4X7

P: 613-546-1181 x.2462 C: 613-217-7181

lscanlan@utilitieskingston.com



Utilities Kingston acknowledges that we are situated on the ancestral and continuing unceded territory of the Huron-Wendat, Anishinaabe and Haudenosaunee Peoples. We thank these Peoples for their stewardship of the land. As we preserve and protect the land and water, we commit to delivering our services with care for the Earth.

From: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>

Sent: Wednesday, November 22, 2023 2:41 PM

To: Facility, UK Biogas <ukbiogasfacility@dillon.ca>

Cc: Scanlan, Lauren <lscanlan@utilitieskingston.com>; Betsy Varghese <bvarghese@dillon.ca>; Smith, Suzanne (MECP) <Suzanne.Smith@ontario.ca>; Kelly, Shannon M. (MECP) <Shannon.M.Kelly@ontario.ca>; Sydney Tasfi <stasfi@dillon.ca>; Soo, Edward (MECP) <Edward.Soo@ontario.ca>; Orpana, Nancy (MECP) <Nancy.Orpana@ontario.ca>; Zambito, Nick (MECP) <Nick.Zambito@ontario.ca>

Subject: RE: Kingston Utilities Biogas Facility

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Folks,

The times below will not work for one of our approvals staff. I have consulted everyone's calendar and assuming they are up to date I can offer December 7th at 9 – 11 am or the same day at 130 – 330 pm.

I would ask that MECP staff please block these times off tentatively as we are getting closer to Christmas Break time etc.

Thanks in advance.

Jon

Jon K. Orpana [hear name](#)
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) 548-6918

Fax: (613) 548-6908

Email: jon.orpana@ontario.ca

From: abanihashemi@dillon.ca <abanihashemi@dillon.ca> **On Behalf Of** Facility, UK Biogas
Sent: November 21, 2023 1:47 PM
To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>
Cc: Scanlan, Lauren <lscanlan@utilitieskingston.com>; Betsy Varghese <bvarghese@dillon.ca>; Smith, Suzanne (MECP) <Suzanne.Smith@ontario.ca>; Kelly, Shannon M. (MECP) <Shannon.M.Kelly@ontario.ca>; Sydney Tasfi <stasfi@dillon.ca>
Subject: Re: Kingston Utilities Biogas Facility

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Thank you Jon,

We would like to suggest the following dates and times:

- Nov 27, 9-11am
- Dec 1, 1-3pm

We will keep these as placeholders for now and will send an invitation once you are able to confirm what works best for your team.

Warm regards,

Avid

On Thu, Nov 16, 2023 at 3:30 PM Orpana, Jon (MECP) <Jon.Orpana@ontario.ca> wrote:

Hello Folks,

I have received a couple of names from pertinent approvals folks – one for waste and one for air that would most likely be required to sit at the table for a pre consultation.

In addition to that I will be extending an invite to the District Environmental Compliance Officer for the area and the local Drinking Water Compliance Inspector for the area as an FYI.

If you could indicate some dates and time slots over the next few weeks I will see what I can do to coordinate times with our staff.

Regards,

Jon

[Jon K. Orpana](#) [hear name](#)
[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) 548-6918

Fax: (613) 548-6908

Email: jon.orpana@ontario.ca

From: abanishemi@dillon.ca <abanishemi@dillon.ca> **On Behalf Of** Facility, UK Biogas

Sent: November 13, 2023 4:33 PM

To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>

Cc: Scanlan, Lauren <iscanlan@utilitieskingston.com>; Mahmood, Mahmood (MECP) <Mahmood.Mahmood@ontario.ca>; Betsy Varghese <bvarghese@dillon.ca>; Sacilotto, Roberto (He/Him) (MECP) <Roberto.Sacilotto@ontario.ca>; Klein, Christina (She/Her) (MECP) <Christina.Klein@ontario.ca>

Subject: Re: Kingston Utilities Biogas Facility

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good afternoon Jon,

The Project Team would like to follow up on our correspondence below, and is hoping to be able to schedule a pre-consultation meeting where we can provide an overview of the Project and discuss the topics you noted in your 26 September letter (e.g. air quality impacts, compatibility with MEA and ECA processes).

Would you be able to kindly suggest a couple of dates/times that works for your team and we can set-up a virtual call accordingly.

Thank you,

Best regards,

Avid

On Thu, Oct 5, 2023 at 1:17 PM Orpana, Jon (MECP) <Jon.Orpana@ontario.ca> wrote:

Hello Avid,

Our Supervisors and staff that lead the approvals one window process have been informed of your project and will give some thought to the potential approvals that may be required.

Pending that we may request some approvals staff to sit in and advise. The local ER Air Quality Engineer will be involved through the EA process and can also advise on ECA processes for Air.

That position is currently being recruited to backfill the incumbent and may be on board and available by the end of October.

I will have to advise as to availability to meet a little closer to the date.

Thanks for your patience.

Jon

[Jon K. Orpana](#) [hear name](#)

[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: \(613\) 548-6918](#)

[Fax: \(613\) 548-6908](#)

[Email: \[jon.orpana@ontario.ca\]\(mailto:jon.orpana@ontario.ca\)](#)

From: abanihashemi@dillon.ca <abanihashemi@dillon.ca> **On Behalf Of** Facility, UK Biogas
Sent: October 5, 2023 9:15 AM
To: Scanlan, Lauren <lscanlan@utilitieskingston.com>
Cc: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; Mahmood, Mahmood (MECP) <Mahmood.Mahmood@ontario.ca>; Betsy Varghese <bvarghese@dillon.ca>
Subject: Re: Kingston Utilities Biogas Facility

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hello Jon,

Thank you for taking the time to review the Project notice and providing the Areas of Interest, listing of Aboriginal communities and supporting attachments. The project team would like to proceed with scheduling a pre-consultation meeting where we can provide an overview of the Project and discuss the topics you noted in your letter (e.g., air quality impacts, compatibility with MEA and ECA processes).

Could you please suggest a couple of dates/times that work best for you and your team for a meeting for the weeks of 16th and October 26 and 27? Please confirm who from the Ministry's end will be attending. We can set up a virtual call if you'd like.

Thank you,

Best regards,

Avid Banihashemi

Environmental Assessment Lead

On Fri, Sep 29, 2023 at 2:15 PM Scanlan, Lauren <lscanlan@utilitieskingston.com> wrote:

Hi Jon,

Apologies for the delay in replying as I was at a conference this week. Confirming receipt of your email, letter and attachments. Thank you very much for taking the time to compile this information. We will review with our consulting team and follow up if we have any questions.

Thank you,

Lauren.

Lauren Scanlan, M.A.Sc., P.Eng.

Utilities Engineer

P.O. Box 790, Kingston, ON K7L 4X7

P: 613-546-1181 x.2462 C: 613-217-7181

lscanlan@utilitieskingston.com

Utilities Kingston acknowledges that we are situated on the ancestral and continuing unceded territory of the Huron-Wendat, Anishinaabe and Haudenosaunee Peoples. We thank these Peoples for their stewardship of the land. As we preserve and protect the land and water, we commit to delivering our services with care for the Earth.

From: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>
Sent: Tuesday, September 26, 2023 4:17 PM
To: Scanlan, Lauren <lscanlan@utilitieskingston.com>
Cc: Facility, UK Biogas <ukbiogasfacility@dillon.ca>; Mahmood, Mahmood (MECP) <Mahmod.Mahmod@ontario.ca>
Subject: Kingston Utilities Biogas Facility

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Lauren,

Please find attached MECP's preliminary comments on the above mentioned project. Also included is a list of Indigenous Communities that as a minimum should be contacted for the duration of this project in addition to some other resources and hyperlinks embedded to the attached.

If you have any questions feel free to reach out to me.

Jon

[Jon K. Orpana hear name](#)
[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) 548-6918

Fax: (613) 548-6908

Email: jon.orpana@ontario.ca

This message is directed in confidence solely to the person(s) named above and may contain privileged, confidential or private information which is not to be disclosed. If you are not the addressee or an authorized representative thereof, please contact the undersigned and then destroy this message.

Ce message est destiné uniquement aux personnes indiquées dans l'entête et peut contenir une information privilégiée, confidentielle ou privée et ne pouvant être divulguée. Si vous n'êtes pas le destinataire de ce message ou une personne autorisée à le recevoir, veuillez communiquer avec le soussigné et ensuite détruire ce message.

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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

[REDACTED]

[REDACTED]

September 26, 2023

Lauren Scanlan, M.A.Sc., P. Eng.
Utilities Engineer, Utilities Kingston
Email: lscanlan@utilitieskingston.com
(613) 546- 1181 ext. 2462

BY EMAIL ONLY

Reg: **Notice of Commencement** Schedule 'C' Municipal Class Environmental Assessment for:
Kingston Regional Biosolids & Biogas Facility

Dear Lauren Scanlan,

This letter is in response to the Notice of Commencement for the above noted project first issued September 19th, 2023. 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 under the Municipal Class Environmental Assessment (Class EA).

THE Process

This notice signals the commencement of the Municipal Class EA, a study which will define the problem, identify and evaluate alternative solutions and design concepts on the natural, socio-cultural, technical and financial environments, and develop a preferred design for the combined biosolids and food waste processing facility. This project builds on the Master Plan for Enhanced Biosolids Management and Biogas Utilization project completed in 2020 and the Knox Farm Suitability Assessment completed in April 2023.

The study is being carried out in accordance with the planning and design process for Schedule 'C' projects as outlined in the Municipal Class EA (October 2000, as amended in 2007, 2011, 2015, and 2023), which is approved under the *Ontario Environmental Assessment Act*. Public, review agency, and Indigenous communities' consultation is a key element of the Municipal Class EA process and input will be sought throughout the project. The public was engaged in March 2023 to review the findings of the suitability of Knox Farm for the proposed facility. It is anticipated that one Public Information Centre (PIC) will be conducted to invite public input during the Municipal Class EA process.

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 such as air quality impacts, compatibility 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).

- **Alderville First Nation**
- **Curve Lake First Nation**

- Hiawatha First Nation
- Mississaugas of Scugog Island First Nation

For the above Williams Treaties communities, please cc Karry Sandy McKenzie, William Treaties First Nations Process Co-ordinator, inquiries@williamstreatiesfirstnations.ca

- Kawartha Nishnawbe
- Mohawks of the Bay of Quinte

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 subsequent to 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 [\[REDACTED\]@ontario.ca](mailto:[REDACTED]@ontario.ca).

Sincerely,



Regional Environmental Planner – Eastern Region
Email – [\[REDACTED\]@ontario.ca](mailto:[REDACTED]@ontario.ca)

Cc:

Mahmod Mahmod, Water Compliance Supervisor, Kingston
District Office, MECP
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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 Southwest Region, the email is eanotification.swregion@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 David Piccini

Ministry of Environment, Conservation and Parks

[REDACTED]

[REDACTED]

[REDACTED]@ontario.ca

and

Director, Environmental Assessment Branch

Ministry of Environment, Conservation and Parks

[REDACTED]

[REDACTED]

[REDACTED]@ontario.ca

A PROPONENT'S INTRODUCTION TO THE DELEGATION OF PROCEDURAL ASPECTS OF CONSULTATION WITH ABORIGINAL COMMUNITIES

DEFINITIONS

The following definitions are specific to this document and may not apply in other contexts:

Aboriginal communities – the First Nation or Métis communities identified by the Crown for the purpose of consultation.

Consultation – the Crown's legal obligation to consult when the Crown has knowledge of an established or asserted Aboriginal or treaty right and contemplates conduct that might adversely impact that right. This is the type of consultation required pursuant to s. 35 of the *Constitution Act, 1982*. Note that this definition does not include consultation with Aboriginal communities for other reasons, such as regulatory requirements.

Crown – the Ontario Crown, acting through a particular ministry or ministries.

Procedural aspects of consultation – those portions of consultation related to the process of consultation, such as notifying an Aboriginal community about a project, providing information about the potential impacts of a project, responding to concerns raised by an Aboriginal community and proposing changes to the project to avoid negative impacts.

Proponent – the person or entity that wants to undertake a project and requires an Ontario Crown decision or approval for the project.

I. PURPOSE

The Crown has a legal duty to consult Aboriginal communities when it has knowledge of an existing or asserted Aboriginal or treaty right and contemplates conduct that may adversely impact that right. In outlining a framework for the duty to consult, the Supreme Court of Canada has stated that the Crown may delegate procedural aspects of consultation to third parties. This document provides general information about the Ontario Crown's approach to delegation of the procedural aspects of consultation to proponents.

This document is not intended to instruct a proponent about an individual project, and it does not constitute legal advice.

II. WHY IS IT NECESSARY TO CONSULT WITH ABORIGINAL COMMUNITIES?

The objective of the modern law of Aboriginal and treaty rights is the *reconciliation* of Aboriginal peoples and non-Aboriginal peoples and their respective rights, claims and interests. Consultation is an important component of the reconciliation process.

The Crown has a legal duty to consult Aboriginal communities when it has knowledge of an existing or asserted Aboriginal or treaty right and contemplates conduct that might adversely impact that right. For example, the Crown's duty to consult is triggered when it considers

issuing a permit, authorization or approval for a project which has the potential to adversely impact an Aboriginal right, such as the right to hunt, fish, or trap in a particular area.

The scope of consultation required in particular circumstances ranges across a spectrum depending on both the nature of the asserted or established right and the seriousness of the potential adverse impacts on that right.

Depending on the particular circumstances, the Crown may also need to take steps to accommodate the potentially impacted Aboriginal or treaty right. For example, the Crown may be required to avoid or minimize the potential adverse impacts of the project.

III. THE CROWN'S ROLE AND RESPONSIBILITIES IN THE DELEGATED CONSULTATION PROCESS

The Crown has the responsibility for ensuring that the duty to consult, and accommodate where appropriate, is met. However, the Crown may delegate the procedural aspects of consultation to a proponent.

There are different ways in which the Crown may delegate the procedural aspects of consultation to a proponent, including through a letter, a memorandum of understanding, legislation, regulation, policy and codes of practice.

If the Crown decides to delegate procedural aspects of consultation, the Crown will generally:

- Ensure that the delegation of procedural aspects of consultation and the responsibilities of the proponent are clearly communicated to the proponent;
- Identify which Aboriginal communities must be consulted;
- Provide contact information for the Aboriginal communities;
- Revise, as necessary, the list of Aboriginal communities to be consulted as new information becomes available and is assessed by the Crown;
- Assess the scope of consultation owed to the Aboriginal communities;
- Maintain appropriate oversight of the actions taken by the proponent in fulfilling the procedural aspects of consultation;
- Assess the adequacy of consultation that is undertaken and any accommodation that may be required;
- Provide a contact within any responsible ministry in case issues arise that require direction from the Crown; and
- Participate in the consultation process as necessary and as determined by the Crown.

IV. THE PROPONENT'S ROLE AND RESPONSIBILITIES IN THE DELEGATED CONSULTATION PROCESS

Where aspects of the consultation process have been delegated to a proponent, the Crown, in meeting its duty to consult, will rely on the proponent's consultation activities and documentation of those activities. The consultation process informs the Crown's decision of whether or not to approve a proposed project or activity.

A proponent's role and responsibilities will vary depending on a variety of factors including the extent of consultation required in the circumstance and the procedural aspects of consultation the Crown has delegated to it. Proponents are often in a better position than the Crown to discuss a project and its potential impacts with Aboriginal communities and to determine ways to avoid or minimize the adverse impacts of a project.

A proponent can raise issues or questions with the Crown at any time during the consultation process. If issues or concerns arise during the consultation that cannot be addressed by the proponent, the proponent should contact the Crown.

a) What might a proponent be required to do in carrying out the procedural aspects of consultation?

Where the Crown delegates procedural aspects of consultation, it is often the proponent's responsibility to provide notice of the proposed project to the identified Aboriginal communities. The notice should indicate that the Crown has delegated the procedural aspects of consultation to the proponent and should include the following information:

- a description of the proposed project or activity;
- mapping;
- proposed timelines;
- details regarding anticipated environmental and other impacts;
- details regarding opportunities to comment; and
- any changes to the proposed project that have been made for seasonal conditions or other factors, where relevant.

Proponents should provide enough information and time to allow Aboriginal communities to provide meaningful feedback regarding the potential impacts of the project. Depending on the nature of consultation required for a project, a proponent also may be required to:

- provide the Crown with copies of any consultation plans prepared and an opportunity to review and comment;
- ensure that any necessary follow-up discussions with Aboriginal communities take place in a timely manner, including to confirm receipt of information, share and update information and to address questions or concerns that may arise;

- as appropriate, discuss with Aboriginal communities potential mitigation measures and/or changes to the project in response to concerns raised by Aboriginal communities;
- use language that is accessible and not overly technical, and translate material into Aboriginal languages where requested or appropriate;
- bear the reasonable costs associated with the consultation process such as, but not limited to, meeting hall rental, meal costs, document translation(s), or to address technical & capacity issues;
- provide the Crown with all the details about potential impacts on established or asserted Aboriginal or treaty rights, how these concerns have been considered and addressed by the proponent and the Aboriginal communities and any steps taken to mitigate the potential impacts;
- provide the Crown with complete and accurate documentation from these meetings and communications; and
- notify the Crown immediately if an Aboriginal community not identified by the Crown approaches the proponent seeking consultation opportunities.

b) What documentation and reporting does the Crown need from the proponent?

Proponents should keep records of all communications with the Aboriginal communities involved in the consultation process and any information provided to these Aboriginal communities.

As the Crown is required to assess the adequacy of consultation, it needs documentation to satisfy itself that the proponent has fulfilled the procedural aspects of consultation delegated to it. The documentation required would typically include:

- the date of meetings, the agendas, any materials distributed, those in attendance and copies of any minutes prepared;
- the description of the proposed project that was shared at the meeting;
- any and all concerns or other feedback provided by the communities;
- any information that was shared by a community in relation to its asserted or established Aboriginal or treaty rights and any potential adverse impacts of the proposed activity, approval or disposition on such rights;
- any proposed project changes or mitigation measures that were discussed, and feedback from Aboriginal communities about the proposed changes and measures;
- any commitments made by the proponent in response to any concerns raised, and feedback from Aboriginal communities on those commitments;
- copies of correspondence to or from Aboriginal communities, and any materials distributed electronically or by mail;

- information regarding any financial assistance provided by the proponent to enable participation by Aboriginal communities in the consultation;
- periodic consultation progress reports or copies of meeting notes if requested by the Crown;
- a summary of how the delegated aspects of consultation were carried out and the results; and
- a summary of issues raised by the Aboriginal communities, how the issues were addressed and any outstanding issues.

In certain circumstances, the Crown may share and discuss the proponent's consultation record with an Aboriginal community to ensure that it is an accurate reflection of the consultation process.

c) Will the Crown require a proponent to provide information about its commercial arrangements with Aboriginal communities?

The Crown may require a proponent to share information about aspects of commercial arrangements between the proponent and Aboriginal communities where the arrangements:

- include elements that are directed at mitigating or otherwise addressing impacts of the project;
- include securing an Aboriginal community's support for the project; or
- may potentially affect the obligations of the Crown to the Aboriginal communities.

The proponent should make every reasonable effort to exempt the Crown from confidentiality provisions in commercial arrangements with Aboriginal communities to the extent necessary to allow this information to be shared with the Crown.

The Crown cannot guarantee that information shared with the Crown will remain confidential. Confidential commercial information should not be provided to the Crown as part of the consultation record if it is not relevant to the duty to consult or otherwise required to be submitted to the Crown as part of the regulatory process.

V. WHAT ARE THE ROLES AND RESPONSIBILITIES OF ABORIGINAL COMMUNITIES' IN THE CONSULTATION PROCESS?

Like the Crown, Aboriginal communities are expected to engage in consultation in good faith. This includes:

- responding to the consultation notice;
- engaging in the proposed consultation process;
- providing relevant documentation;

- clearly articulating the potential impacts of the proposed project on Aboriginal or treaty rights; and
- discussing ways to mitigate any adverse impacts.

Some Aboriginal communities have developed tools, such as consultation protocols, policies or processes that provide guidance on how they would prefer to be consulted. Although not legally binding, proponents are encouraged to respect these community processes where it is reasonable to do so. Please note that there is no obligation for a proponent to pay a fee to an Aboriginal community in order to enter into a consultation process.

To ensure that the Crown is aware of existing community consultation protocols, proponents should contact the relevant Crown ministry when presented with a consultation protocol by an Aboriginal community or anyone purporting to be a representative of an Aboriginal community.

VI. WHAT IF MORE THAN ONE PROVINCIAL CROWN MINISTRY IS INVOLVED IN APPROVING A PROPONENT'S PROJECT?

Depending on the project and the required permits or approvals, one or more ministries may delegate procedural aspects of the Crown's duty to consult to the proponent. The proponent may contact individual ministries for guidance related to the delegation of procedural aspects of consultation for ministry-specific permits/approvals required for the project in question. Proponents are encouraged to seek input from all involved Crown ministries sooner rather than later.

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***

Table of Contents

1.0 Purpose, Scope, Background and Context	3
1.1 Purpose of this Guide.....	3
1.2 Scope.....	3
1.3 Background and Context.....	4
2.0 Roles and Responsibilities	5
3.0 Information Sources	6
3.1 Make a Map: Natural Heritage Areas	7
3.2 Land Information Ontario (LIO)	7
3.3 Additional Species at Risk Information Sources.....	8
3.4 Information Sources to Support Impact Assessments	8
4.0 Check-List	9

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).

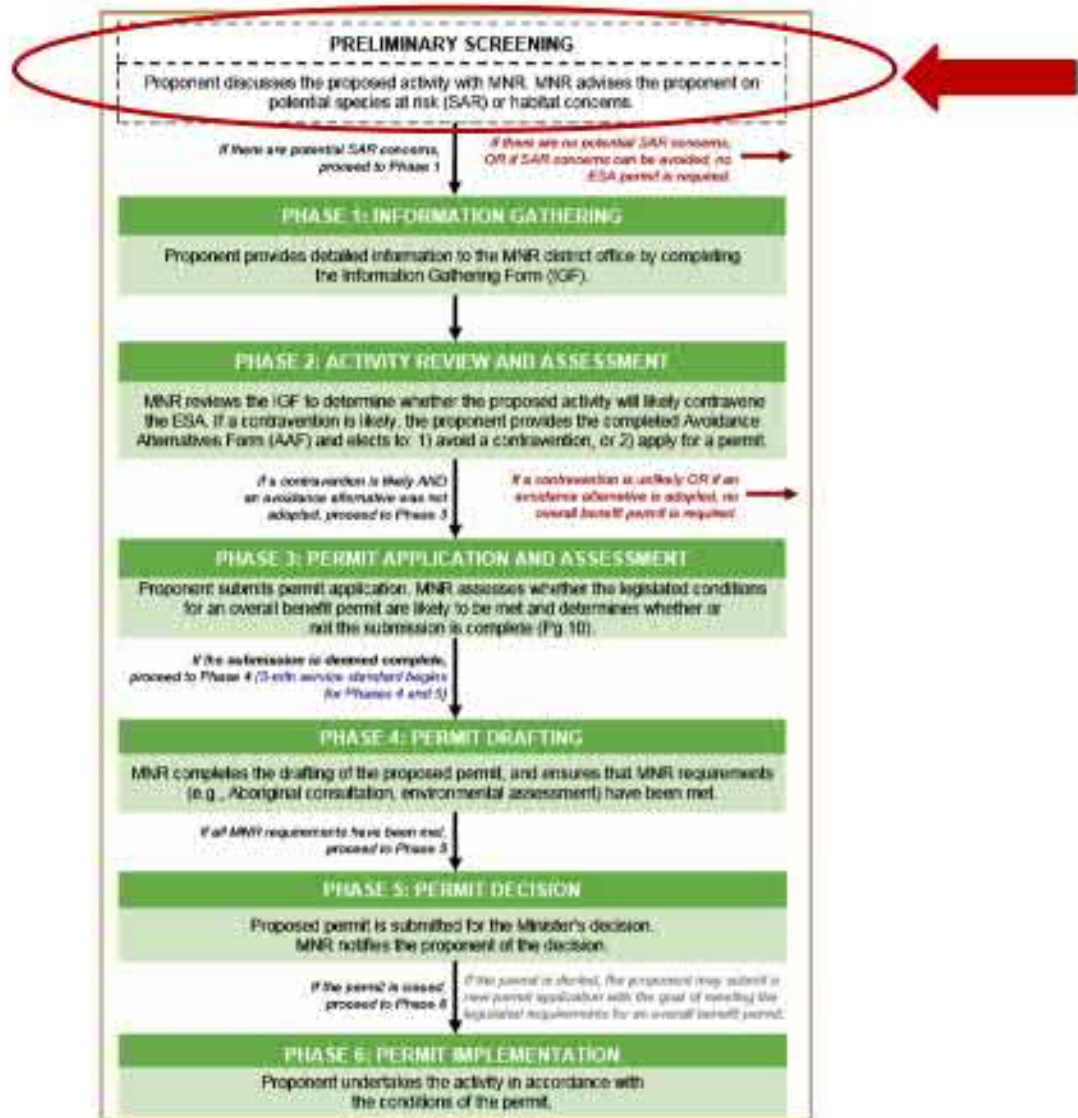
To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide, at a minimum, prior to contacting Government of Ontario ministry offices for further information or advice.

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): _____

Kingston Biogas Preconsultation - MECP External Inbox Add to Log Appointments/Calendar



Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>
to: iscanlan@utilitieskingston.com, ms. Suzanne, Shamen, Sydney, Edward, Nancy, Mick, Hamish, Avid, Bram, Roberto

Dec	7 Thu	Kingston Biogas Preconsultation - MECP When: Thu Dec 7, 2023 1:30pm – 3:30pm (EST) Where: Microsoft Teams Meeting Who: Avid Banhashemi, Bram Bontje, Corbett-Hains, Hamish, iscanlan@utilitieskingston.com...	Ager Thu D No ea 1:30p No lat
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Please find attached the enclosed meeting invite for our discussion regarding the Kingston Utilities Biogas / Biosolids facility.

Look forward to chatting further about this. If there is anything that Kingston Utilities or the consulting staff at Dillon would like MECP staff to review before the meeting that would be

Regards,

Jon

Jon K. Orpana [hear name](#)
Regional Environmental Planner
Environmental Assessment Branch
Ministry of the Environment, Conservation and Parks
Kingston Regional Office
PO Box 22032, 1258 Gardiners Road
Kingston, Ontario
K7M 8S5

Phone: (613) 548-6918
Fax: (613) 548-6908
Email: jon.orpana@ontario.ca



Tasfi, Sydney <stasfi@dillon.ca>

Re: Draft ESR Appendices

1 message

Tasfi, Sydney <stasfi@dillon.ca>

Wed, Jul 24, 2024 at 4:13 PM

To: "Orpana, Jon (MECP)" <Jon.Orpana@ontario.ca>, michael.duong@ontario.ca

Cc: "Varghese, Betsy" <bvarghese@dillon.ca>, "Scanlan, Lauren" <lscanlan@utilitieskingston.com>, Karla Kolli <kkolli@dillon.ca>

Hi Jon,

Please find attached a letter in response to MECP's comments received on the Draft Acoustic Assessment Report.

Thank you,
Sydney

On Mon, Jun 24, 2024 at 2:54 PM Orpana, Jon (MECP) <Jon.Orpana@ontario.ca> wrote:

Hey there Betsy,

I have noise comments (attached) the AQA review should be done by this week. Eastern Regions Air unit has just staffed up and the timing was not ideal so that slowed things down somewhat. I am part way through the draft and will be working on outstanding sections this week.

Thanks for checking in.

Jon

Jon K. Orpana hear name
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) 548-6918

Fax: (613) 548-6908

Email: jon.orpana@ontario.ca

From: Varghese, Betsy <bvarghese@dillon.ca>
Sent: Monday, June 24, 2024 2:45 PM
To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>
Cc: Sydney Tasfi <stasfi@dillon.ca>
Subject: Re: Draft ESR Appendices

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hi Jon,

Hope all is well with you.

Just checking in to see how the review of the Utilities Kingston Draft ESR is coming along? Have you heard from the Air/Noise folks at all?

Cheers,

Betsy



Inclusiveness: Enabling belonging to draw strength from our differences.

On Tue, Jun 4, 2024 at 10:00 AM Orpana, Jon (MECP) <Jon.Orpana@ontario.ca> wrote:

Great thanks Betsy,

Yes all the correspondence gets unwieldy but makes for a complete package for public / agency review.

Have a great day!

Jon

Jon K. Orpana [hear name](#)

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) 548-6918

Fax: (613) 548-6908

Email: jon.orpana@ontario.ca

From: Varghese, Betsy <bvarghese@dillon.ca>
Sent: Tuesday, June 4, 2024 9:58 AM
To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>
Cc: Sydney Tasfi <stasfi@dillon.ca>
Subject: Re: Draft ESR Appendices

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Thank you for confirming, Jon!

Yes, we are in the process of finalizing our Consultation Record which will be appended. We plan to send that to you this week for your review. We had gone back and forth regarding whether we include the correspondence for the Knox Farm work that was undertaken between Phases 2 and 3 of the Class EA and decided to include it since it was fundamental in establishing the baseline conditions of the proposed site location.

Cheers,

Betsy



Betsy Varghese
Partner
Dillon Consulting Limited
235 Yorkland Blvd Suite 800
Toronto, Ontario, M2J 4Y8
T - 416.229.4647 ext. 2326
M - 416.817.8045
bvarghese@dillon.ca
www.dillon.ca

Inclusiveness: Enabling belonging to draw strength from our differences.

On Tue, Jun 4, 2024 at 9:31 AM Orpana, Jon (MECP) <Jon.Orpana@ontario.ca> wrote:

Hello Betsy,

I confirm that I have received the emails and attachments you send on Friday.

Just a cursory look. It appears that your consultation efforts are largely included in the text of the ESR including summaries of communications and comments. Will you be including a Consultation Record as an appendix to the main document in the final ESR as recommended in the MCEA parent document (Page 80) that should include detailed communications and responses to comments and enquiries?

Thanks in advance.

Regards,

Jon

Jon K. Orpana [hear name](#)
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) 548-6918

Fax: (613) 548-6908

Email: jon.orpana@ontario.ca

From: Varghese, Betsy <bvarghese@dillon.ca>

Sent: Friday, May 31, 2024 5:21 PM

To: Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>

Cc: Scanlan, Lauren <scanlan@utilitieskingston.com>; Sydney Tasfi <stasfi@dillon.ca>; 224641@dillon.ca

Subject: Draft ESR Appendices

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

As mentioned in my previous email, attached are three appendices that support the UK Draft ESR.

Cheers,
Betsy



Betsy Varghese

Partner

Dillon Consulting Limited

235 Yorkland Blvd Suite 800

Toronto, Ontario, M2J 4Y8

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bvarghese@dillon.ca

www.dillon.ca



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Ce message est destiné uniquement aux personnes indiquées dans l'entête et peut contenir une information privilégiée, confidentielle ou privée et ne pouvant être divulguée. Si vous n'êtes pas le destinataire de ce message ou une personne autorisée à le recevoir, veuillez communiquer avec le soussigné et ensuite détruire ce message.

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Sydney Tasfi
Dillon Consulting Limited
130 Dufferin Avenue, Suite 1210
London, Ontario, N6A 5R2
T - 519.438.1288 ext. 1005
STasfi@dillon.ca
www.dillon.ca

Upcoming Out of Office: August 12 to 16, 2024 and August 26 to September 6, 2024.

 **Duong_Response to MECP Comments Received - Noise - June 5, 2024.pdf**
253K

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

Environmental
Assessment and
Permissions Branch

*135 St. Clair Avenue West
1st Floor
Toronto ON M4V 1P5
Phone: 416.314.8001
Fax: 416.314.8452*

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

Direction des évaluations et
des permissions
environnementales

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



June 5, 2024

To: Jon K. Orpana
Regional Environmental Planner
Environmental Assessment Branch

From: Michael Duong
Senior Noise Engineer
Environmental Permissions Branch

Re: **Noise Review Comments
Kingston Biosolids and Biogas Facility
Regional Municipality of Kingston
EA File No.: E0016-24**

This correspondence is in response to your request to review the acoustic assessment report entitled "Kingston Biosolids and Biogas Facility" dated May 2024, prepared by Lucas Arnold and Aimen Siraj of Dillon Consulting Limited.

The following are my comments on the above noted acoustic assessment report:

- 1) **Ambient noise monitoring:** the applicable noise limits at the selected points of reception were established based on long term field measurements. The locations and data of the noise measurements should be included in the report.
- 2) **Sound levels adjustment:** provide rationale for the 25 dBA adjustment in the CadnaA model for the Intake (NS-12), Combustion Exhaust (NS-13), Discharge (NS-14) and Radiator (NS-15).
- 3) **Emergency generator:** noise emission from the emergency generator has been assessed under source ID eGEN, the report should clarify what noise source associated with the emergency generator does eGEM represent (i.e. combustion

exhaust, intake, discharge, etc.). The report should include other noise sources from the emergency generator as mentioned above or provide rationale for the omissions.

We trust the above review comments would be of assistance to you.

If you have any questions, please contact Michael Duong at (437) 232-5747.



M. Duong, P. Eng.
Senior Noise Engineer



Miroslav Ubovic, P.Eng.
Director
appointed for the purposes of Part II.1 of the
Environmental Protection Act



July 24, 2024

Ministry of the Environment, Conservation and Parks
135 St. Clair Avenue West
1st Floor
Toronto, Ontario
M4V 1P5

Attention: Michael Duong
Senior Noise Engineer

Response to MECP Comments Received June 5, 2024
EA File.: E0016-24

Thank you for your comments sent on June 5, 2024, in response to the review of the Draft Acoustic Assessment Report dated May 2024, prepared in support of the Utilities Kingston, Kingston Regional Biosolids and Biogas Facility. Please see the following responses to your comments.

- 1) **Ambient noise monitoring:** the applicable noise limits at the selected points of reception were established based on long term field measurements. The locations and data of the noise measurements should be included in the report.

The final draft of the Environmental Study Report (ESR) dated July 2024, was updated to address this comment. In particular, Section 4.8 of the ESR, was updated with a reference to this data. The monitoring location and the noise measurements can be found in Section 2.5 of the Knox Farm Suitability Report (Appendix A of the ESR).

- 2) **Sound levels adjustment:** provide rationale for the 25 dBA adjustment in the cadnaA model for the Intake (NS-12), Combustion Exhaust (NS-13), Discharge (NS-14) and Radiator (NS-15).

The noise sources NS-12, NS-13, NS-14 and NS-15 were modelled using Dillon's inhouse data from a similar facility that had significant mitigation measures implemented. The 25 dBA adjustment conservatively accounts for the removal of the mitigation measures from the source data.

- 3) **Emergency generator:** noise emission from the emergency generator has been assessed under source ID eGEN, the report should clarify what noise source associated with the emergency generator does eGEN represent (i.e., combustion exhaust, intake, discharge, etc.).

130 Dufferin Avenue
Suite 1210
London, Ontario
Canada
N6A 5R2
Mail: Box 426
London, Ontario
Canada
N6A 4W7
Telephone
519.438.6192



The emergency generator (eGEN) was modelled as a single point source representing the combustion exhaust, intake, discharge, and radiated noise. Based on the distance between the generator and the surrounding points of reception, and the intervening buildings, the predicted impacts of a single point source compared to multiple sources representing the generator (combustion exhaust, intake, discharge, and radiated noise) are expected to be negligible.

Sincerely,

DILLON CONSULTING LIMITED

Betsy Varghese
Project Manager

BV:rrk

cc: Jon Orpana (MECP), Lauren Scanlan (Utilities Kingston), Sydney Tasfi (Dillon),
Karla Kolli (Dillon)

Our file: 22-4641



Tasfi, Sydney <stasfi@dillon.ca>

Fwd: Kingston Biosolids and Biogas Facility AIA MECP Review

1 message

Tasfi, Sydney <stasfi@dillon.ca>

Thu, Jul 25, 2024 at 10:32 AM

To: "Orpana, Jon (MECP)" <Jon.Orpana@ontario.ca>, "Deweerd, Tymen (MECP)" <Tymen.deweerd@ontario.ca>

Cc: Betsy Varghese <bvarghese@dillon.ca>, "Scanlan, Lauren" <lscanlan@utilitieskingston.com>, Karla Kolli <kkolli@dillon.ca>

Hi Jon,

Please find attached a letter in response to MECP's comments received on the AIA.

Thank you,
Sydney

From: **Orpana, Jon (MECP)** <Jon.Orpana@ontario.ca>

Date: Tue, Jul 9, 2024 at 10:51 AM

Subject: Kingston Biosolids and Biogas Facility AIA MECP Review

To: Varghese, Betsy <bvarghese@dillon.ca>

Good morning Betsy,

Please find attached MECP's comments on the AIA prepared in support of the Municipal Class EA for this facility at the Knox Farm site.

I will follow up with my overall general comments.

Regards,

Jon

Jon K. Orpana [hear name](#)

Regional Environmental Planner

Environmental Assessment Branch

Ministry of the Environment, Conservation and Parks

Kingston Regional Office

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 **Deweerd_Response to MECP Comments Received - Air - July 5, 2024.pdf**
266K

**Ministry of the
Environment,
Conservation and Parks**
Eastern Region
1259 Gardiners Road, Unit 3
Kingston ON K7P 3J6
Phone: 613.549.4000
or 1.800.267.0974

**Ministère de l'Environnement,
de la Protection de la nature
et des Parcs**
Région de l'Est
1259, rue Gardiners, unité 3
Kingston (Ontario) K7P 3J6
Tél: 613 549-4000
ou 1 800 267-0974



MEMORANDUM

July 5, 2024

TO: Jon Orpana
Environmental Assessment Coordinator
Environmental Assessment and Permissions Division

FROM: Tymen Deweerdt
Air Quality Analyst
Technical Support Section
Eastern Region

RE: Kingston Biosolids and Biogas Facility
Air Impact Assessment
Dillon Consulting on behalf of Utilities Kingston
Kingston, Ontario
ECHO Ref #: 1-476776902

I have reviewed the Air Impact Assessment dated May 2024 submitted by Dillon Consulting on behalf of Utilities Kingston, and supporting modelling files:

Comments from an air quality perspective on the above materials are included below.

Background

- Utilities Kingston has undertaken an Environmental Screening Report (ESR) pursuant to the Environmental Assessment Act (EA Act) to investigate the feasibility of the construction of a combined biosolids and source separated organics (SSO) processing facility at Knox Farm in the City of Kingston
- Site is located on municipally owned property located off Perth Road just northwest of the Highway 401 and Division Street interchange in the City of Kingston. Knox Farm covers nearly 75 hectares (ha) of land, 9.3 ha is a former dewatering facility, and a portion of the property is currently in use as a snow management facility.
- The proposed Site boundary is located outside of the City of Kingston's Urban Boundary.
- The facility aims to process organic waste from the city's wastewater treatment plants (WWTPs) and "Green Bin" program to produce renewable natural gas (biogas)

Overview

- The Air Impact Assessment (AIA) includes a review of existing background conditions and the cumulative effects of the potential impacts of the proposed facility.
- The Air Impact assessment address the following potential air emission contaminants.
 - Total Suspended Particulate (TSP)
 - Particulate Matter Less Than 10 μm (PM10)
 - Particulate Matter less than 2.5 μm (PM2.5)
 - Sulphur Dioxide (SO_2)
 - Carbon Monoxide (CO)
 - Oxides of Nitrogen (NO_x , expressed as NO_2)
 - Hydrogen Sulphide (H_2S)
 - Odour
- Background air quality was characterized through analysis of data obtained from provincial and federal monitoring stations deemed most representative.
- Atmospheric dispersion modelling was conducted using AERMOD version 22112, MECP terrain data, and an MECP processed site-specific 5-year meteorological dataset.

Summary

- Background air quality was quantified through historic monitoring data proximate to the study area. CO and SO_2 closest monitoring location was Ottawa and is anticipated to serve as a conservative surrogate for Kingston. PM2.5 and NO_2 data was retrieved from Kingston. H_2S background of 1.4 $\mu\text{g}/\text{m}^3$ was used based on ECCC overall average for urban areas away from anthropogenic sources in Canada. TSP/PM10 was estimated based on PM2.5 monitoring data using a ratio of 0.54 for PM10 and 0.3 for TSP. Background concentration for odour were not defined.
- NO_x , SO_2 , CO, and H_2S background concentrations are well below criteria.
- PM2.5 and PM10 max concentrations approach AAQC criteria but the 90th percentile and average data is well below AAQC criteria.
- Onsite operation with potential to release emissions are identified below.
 - Biofilter (Odour, H_2S)
 - Renewable natural gas (RNG) off-spec/emergency flare (NO_x , SO_2 , CO, PM, H_2S)
 - Natural gas-fired comfort heating and process equipment (NO_x)
 - Deisel-fired emergency generator (NO_x)
- Maximum permissible emission rate of odour and hydrogen sulphide emitted from the Biofilter was back-calculated following methodologies prescribed by the MECP's Air Dispersion Modelling Guideline for Ontario and the Ontario Standards Development Branch Technical Bulletin for modelling odour.

- Biofilter, Flare, Diesel Generator were modelled as vertical point sources, while heating equipment was modelled as area sources.
- All equipment was assumed to be operating at their maximum production rates at the same time during the worst-case modelling scenario.
- Used a 5-year site specific meteorology dataset provided by MECP.
- Used a 5km site perimeter for contaminant dispersion.
- Terrain data was provided by MECP.
- Utilized 1hr, 8hr, 24hr, and annual averaging periods. A correction factor of 1.65 was applied to 1 hr POI results to obtain the 100min POI concentration for odour.
- Air quality impacts associated with construction activities will be minimized through the development of an air quality/fugitive dust best management practices plan (BMPP)
- Final design of odour mitigation systems will be assessed to ensure off-site odour compliance will be met prior to construction.

Comments & Recommendations

The modelling methodology and report received is very robust and well done. I have a couple comments below based on my review.

- Table 10 mentions that sources and contaminants that were considered negligible were explicitly identified, and therefore were not modelled. No section in the Air Impact Assessment identifies the sources identified as negligible, rationale should be provided for all sources identified as negligible.
- Table 14 mentions mitigation measure during the construction phase to control particulate related to on-site vehicle movement and roadways. Rationale should be provided as to why on-site vehicle movement and roadways would not be consider a significant source of particulates once the site is operational. This site is likely to receive a significant amount of truck traffic once in operation.
- 10-minute averaging period for H₂S and Odour are 96.2% and 100% of criteria respectively. Based on current design of the biofilter and proposed emission rates it is likely that, if constructed, this site will be a significant contributor of odour at the human receptor (reservoir trail) located on Cataraqui Creek Conservation Authority Land.

Overall, I am generally supportive of the air quality studies which are included in the air impact assessment, with the above noted comments and recommendations. I conclude that it is likely that the proposed biosolids and biogas facility, if constructed, will be a significant contributor to odour in the local area. Odour sampling and emissions control documents such as best management practices and Environmental Compliance Approval conditions will be key in preventing and mitigating air quality impacts.

If you have any questions concerning these comments, I would be pleased to discuss them with you.

Tymen Deweerdt
Air Quality Analyst
Technical Support Section
Eastern Region

TKD/

c: ECHO Ref # 1-476776902

Limitations: The purpose of the preceding review is to provide advice to the Ministry of the Environment, Conservation and Parks regarding air quality based on a review of the information provided in the above referenced documents. The conclusions, opinions and recommendations of the reviewer are based on information provided by others, except where otherwise noted. The Ministry cannot guarantee that the information that is provided by others is accurate or complete. A lack of specific comment by the reviewer is not to be construed as endorsing the content or views expressed in the reviewed material.



July 25, 2024

Ministry of the Environment, Conservation and Parks
1259 Gardiners Road
Kingston, Ontario
K7P 3J6

Attention: Tymen Deweerdt
Air Quality Analyst

Response to MECP Comments Received on July 5, 2024

Thank you for your comments sent on July 5, 2024, in response to the review of the Air Impact Assessment dated May 2024, prepared in support of Utilities Kingston, Kingston Regional Biosolids and Biogas Facility.

Please see the following responses to your comments and the noted updates that will be incorporated into the final Environmental Study Report (ESR), where applicable.

Comment #1

Table 10 mentions that sources and contaminants that were considered negligible were explicitly identified, and therefore were not modelled. No section in the Air Impact Assessment identifies the sources identified as negligible, rationale should be provided for all sources identified as negligible.

Response #1

Table 10 has been updated and new Section 3.2 to be added to outline negligible sources of contaminants along with rationale.

Comment #2

Table 14 mentions mitigation measure during the construction phase to control particulate related to on-site vehicle movement and roadways. Rationale should be provided as to why on-site vehicle movement and roadways would not be considered a significant source of particulates once the site is operational. This site is likely to receive a significant amount of truck traffic once in operation.

Response #2

The potential emissions generated from on-site vehicle movement and roadways during operation are expected to be insignificant. The estimated number of vehicles either delivering sludge from the WWTPs or removing liquid digestate for end users is 6 to 10 per day in total. Directly south of the proposed Facility is Highway 401, which contributes 46,000 AADT and of those 10,000 are truck traffic per day based on historical provincial highways traffic volumes from the Ministry of Transportation. The

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London, Ontario
Canada
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Mail Box 426
London, Ontario
Canada
N6A 4W7
Telephone
519.438.6193
Fax
519.672.8209



potential incremental increase of truck traffic at the site is negligible compared to this main traffic artery.

The Ministry of Transportation Air Quality & Greenhouse Gas Guide dated May 2020 (MTO Guide) indicates that for major roads, the collective experience of the scientific community suggests that the affected immediate vicinity is limited to the area within approximately 500 metres (m) of the roadway. As the nearest residential point-of-reception to the site is ~500 m north of the proposed facility entrance, it is anticipated that the potential impacts from the Facility truck traffic would not be significant. All other sensitive receptors reviewed for air quality impacts are well beyond the 500 m distance threshold typically used for delineating the assessment boundary for environmental assessments as outlined in the MTO Guide.

It is noted that the drive-in movie theatre to the north of the site was included for the assessment of odour-based contaminants as an outdoor public recreational area where human activities regularly occur. These types of receptors are not typically included for assessment of impacts of contaminants at points-of-impingement as defined in *O.Reg. 419/05*.

The Facility is not listed in Table 7-2 or 7-3 (Waste Treatment as Disposal clarified as landfills only) of Section 7.4 of the ESDM Procedure Document and accordingly dust emissions from these sources can be considered as insignificant. The on-site roadways will be paved which will significantly reduce potential for fugitive dust to be generated by vehicle traffic during operation. Further, prior to operation, the Facility is expected to implement a fugitive dust and odour BMPP, which will include management practices such as road cleaning and complaint response.

Comment #3

10-minute averaging period for H₂S and Odour are 96.2% and 100% of criteria respectively. Based on current design of the biofilter and proposed emission rates it is likely that, if constructed, this site will be a significant contributor of odour at the human receptor (reservoir trail) located on Cataraqui Creek Conservation Authority Land.

Overall, I am generally supportive of the air quality studies which are included in the air impact assessment, with the above noted comments and recommendations. I conclude that it is likely that the proposed biosolids and biogas facility, if constructed, will be a significant contributor to odour in the local area. Odour sampling and emissions control documents such as best management practices and Environmental Compliance Approval conditions will be key in preventing and mitigating air quality impacts.

July 25, 2024



Response #3

It is understood that odour will be managed according to measures identified in documents such as BMPPs, and conditions set forth in an approved ECA will be required to be adhered to for the operation of the Facility. The H2S and Odour emissions rates were constructed to provide operational emission limits for odour.

Sincerely,

DILLON CONSULTING LIMITED

Betsy Varghese
Project Manager

cc: Jon Orpana (MECP), Lauren Scanlan (Utilities Kingston), Sydney Tasfi (Dillon),
Karla Kolli (Dillon)

Our file: 22-4641



Re: UK Biosolids Facility - MTO Consultation Meeting Minutes

1 message

Tasfi, Sydney <stasfi@dillon.ca>

Fri, Jul 19, 2024 at 3:16 PM

To: "Foreman, Shanna (MTO)" <Shanna.Foreman@ontario.ca>

Cc: "Varghese, Betsy" <bvarghese@dillon.ca>, Doug Green <DGreen@dillon.ca>, "Scanlan, Lauren" <lscanlan@utilitieskingston.com>

Hi Shanna,

Please find attached a letter in response to MTO's comments received on the Draft Traffic Impact Assessment Report.

Thank you,
Sydney

On Mon, May 27, 2024 at 4:42 PM Foreman, Shanna (MTO) <Shanna.Foreman@ontario.ca> wrote:

Hi Betsy,

Thank you for your patience. Please find attached the Ministry's response to the Draft Traffic Impact Assessment Report.

Kindest-regards,

Shanna Foreman ([pronounce here](#))

Senior Project Manager

Corridor Management | Operations East

Ministry of Transportation | Ontario Public Service

437-991-5387 | shanna.foreman@ontario.ca



Taking pride in strengthening Ontario, its places and its people

From: Foreman, Shanna (MTO)

Sent: Tuesday, May 7, 2024 9:19 AM

To: Varghese, Betsy <bvarghese@dillon.ca>

Cc: Sydney Tasfi <stasfi@dillon.ca>; Doug Green <DGreen@dillon.ca>

Subject: RE: UK Biosolids Facility - MTO Consultation Meeting Minutes

Hi Betsy,

My apologies for my late response. I will be sure to get back to you shortly with an update.

Kindest-regards,

Shanna Foreman ([pronounce here](#))

Senior Project Manager

Corridor Management | Operations East

Ministry of Transportation | Ontario Public Service

437-991-5387 | shanna_foreman@ontario.ca



Taking pride in strengthening Ontario, its places and its people

From: Varghese, Betsy <bvarghese@dillon.ca>
Sent: Tuesday, May 7, 2024 9:16 AM
To: Foreman, Shanna (MTO) <Shanna.Foreman@ontario.ca>
Cc: Sydney Tasfi <stasfi@dillon.ca>; Doug Green <DGGreen@dillon.ca>
Subject: Re: UK Biosolids Facility - MTO Consultation Meeting Minutes

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good morning Shanna,

Are you able to provide an estimated timeline to return comments on the Traffic assessment for the Utilities Kingston project?

Thanks - Betsy

Betsy Varghese
Partner
[Dillon Consulting Limited](#)
235 Yorkland Blvd Suite 800
Toronto, Ontario, M2J 4Y8
T - 416.229.4647 ext. 2326
F - 416.229.4692
M - 416.817.8045
bvarghese@dillon.ca
www.dillon.ca



On Mon, Apr 29, 2024 at 2:38 PM Varghese, Betsy <bvarghese@dillon.ca> wrote:

Hi Shanna,

I got a weird bounce back after sending the last email. Can you confirm that you're getting my emails? Also please advise on estimated timing for sending back MTO's review.

Thanks - Betsy

Betsy Varghese
Partner
[Dillon Consulting Limited](#)
235 Yorkland Blvd Suite 800
Toronto, Ontario, M2J 4Y8
T - 416.229.4647 ext. 2326
F - 416.229.4692
M - 416.817.8045
bvarghese@dillon.ca
www.dillon.ca



On Thu, Apr 25, 2024 at 8:00 AM Varghese, Betsy <bvarghese@dillon.ca> wrote:

OK thank you.

Shanna, please reach out if you have any questions.

Betsy

Betsy Varghese
Partner
[Dillon Consulting Limited](#)
235 Yorkland Blvd Suite 800
Toronto, Ontario, M2J 4Y8
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F - 416.229.4692
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bvarghese@dillon.ca
www.dillon.ca



On Fri, Apr 19, 2024 at 4:35 PM Sharma, Prabin (MTO) <Prabin.Sharma@ontario.ca> wrote:

Hi Betsy,

Shanna Foreman (copied) will get back to you with the comments. I am currently with a different MTO office.

Thanks,

Prabin

From: Varghese, Betsy <bvarghese@dillon.ca>
Sent: April 19, 2024 11:04 AM
To: Sharma, Prabin (MTO) <Prabin.Sharma@ontario.ca>
Cc: Green, Doug <DGGreen@dillon.ca>; Brayall, Chantel (MTO) <Chantel.Brayall@ontario.ca>; Scanlan, Lauren <lscanlan@utilitieskingston.com>; Tasfi, Sydney <stasfi@dillon.ca>; Marissa Stavropoulos <mstavropoulos@dillon.ca>
Subject: Re: UK Biosolids Facility - MTO Consultation Meeting Minutes

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Good morning Prabin,

Just checking in to see how the review is coming along and if you foresee any meetings or clarifications required.

Cheers,

Betsy

Betsy Varghese
Partner
[Dillon Consulting Limited](#)
235 Yorkland Blvd Suite 800
Toronto, Ontario, M2J 4Y8
T - 416.229.4647 ext. 2326
F - 416.229.4682
M - 416.817.8045
bvarghese@dillon.ca
www.dillon.ca



On Thu, Mar 14, 2024 at 8:59 AM Sharma, Prabin (MTO) <Prabin.Sharma@ontario.ca> wrote:

Hi Betsy,

MTO's review timelines are four to six weeks.

Thanks,

Prabin

From: Varghese, Betsy <bvarghese@dillon.ca>
Sent: March 13, 2024 11:59 AM
To: Green, Doug <DGGreen@dillon.ca>
Cc: Sharma, Prabin (MTO) <Prabin.Sharma@ontario.ca>; Brayall, Chantel (MTO) <Chantel.Brayall@ontario.ca>; Scanlan, Lauren <lscanlan@utilitieskingston.com>; Tasfi, Sydney <stasfi@dillon.ca>; Marissa Stavropoulos <mstavropoulos@dillon.ca>
Subject: Re: UK Biosolids Facility - MTO Consultation Meeting Minutes

CAUTION – EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Hi Prabin,

Please find the draft Traffic Report attached for MTO's review. Note that UK and the City are currently reviewing the report as well.

Can you let us know approximately when the review will be completed?

Many thanks,
Betsy

Betsy Varghese
Partner
Dillon Consulting Limited
235 Yorkland Blvd Suite 800
Toronto, Ontario, M2J 4Y8
T - 416.229.4647 ext. 2326
F - 416.229.4692
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bvarghese@dillon.ca
www.dillon.ca



On Fri, Mar 8, 2024 at 12:03 PM Green, Doug <DGGreen@dillon.ca> wrote:

Good afternoon Prabin,

The minutes of our UK Biosolids Facility meeting are attached below. The Traffic Report will be forwarded once UK has completed their internal review.

Yours sincerely,

Doug Green
Associate
Dillon Consulting Limited
177 Colonnade Rd South, Suite 101
Ottawa, Ontario, K2E 7J4
T - 613.745.6338 ext. 3052
F - 613.745.3491
M - 613.608.1778
DGGreen@dillon.ca
www.dillon.ca



This message is directed in confidence solely to the person(s) named above and may contain privileged, confidential or private information which is not to be disclosed. If you are not the addressee or an authorized representative thereof, please contact the undersigned and then destroy this message.

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This message is directed in confidence solely to the person(s) named above and may contain privileged, confidential or private information which is not to be disclosed. If you are not the addressee or an authorized representative thereof, please contact the undersigned and then destroy this message.

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Sydney Tasfi
Dillon Consulting Limited
130 Dufferin Avenue, Suite 1210
London, Ontario, N6A 5R2
T - 519.438.1288 ext. 1005
STasfi@dillon.ca
www.dillon.ca

Upcoming Out of Office: August 12 to 16, 2024 and August 26 to September 6, 2024.

 **Forman_Response to MTO's Comments Received May 27, 2024.pdf**
222K

Ministry of Transportation

Corridor Management Section
1355 John Counter Boulevard
Postal Bag 4000
Kingston, Ontario K7L 5A3

Ministère des Transports

Section de gestion des couloirs routiers
1355, boulevard John Counter
CP/Service de sacs 4000
Kingston (Ontario) K7L 5A3



May 27, 2024

Betsy Verghese
Dillon Consulting Limited
235 Yorkland Blvd, Suite 800
Toronto, Ontario, M2J 4Y8

Via email: bvarghese@dillon.ca

Re: UK Biosolids Facility – Knox Farm Site
MTO Comments on the Draft Traffic Impact Assessment Report Submitted to MTO on
March 13, 2024
N/E Corner of Hwy 401 / Division Street
City of Kingston, Hwy 401

Dear Betsy Verghese,

Thank you for circulating to the Ministry of Transportation the Draft Traffic Impact Assessment Report dated March 7, 2024, prepared by Dillon Consulting, in support of Utilities Kingdom, Knox Farm Site.

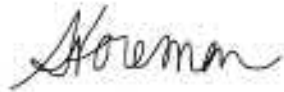
We have reviewed the proposal in accordance with the *Public Transportation and Highway Improvement Act* (PTHIA) and Highway Corridor Management Manual to offer the following comments:

The proposed development is an existing site and trips generated by the change in land use are negligible during peak hours (only a maximum of 24 total trips, 12 in/out). The report also provides an analysis of two access alternatives. One uses the existing entrance location and the other is a relocated entrance to become the 4th leg of the signalized "T" intersection at McAdoo's Lane. However, the report does not provide a recommendation as to which access alternative is recommended or preferred. The Ministry's preference would be to relocate the existing entrance to the signalized intersection (option 1).

Please provide a revised version incorporating your recommendations. We look forward to reviewing the revised submission.

If you have further questions concerning this matter, please feel free to contact me at Shanna.Foreman@ontario.ca.

Sincerely,

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

Shanna Foreman
Senior Project Manager
Highway Corridor Management Section | East Operations

July 19, 2024

Ministry of Transportation, Ontario
1355 John Counter Blvd
PO Box 4000
Kingston, Ontario
K7L 5A3

Attention: Shanna Foreman
Senior Project Manager

Response to MTO Comments Received May 27, 2024

Thank you for your comments sent on May 27, 2024, in response to the review of the Draft Traffic Impact Assessment Report dated March 7, 2024, prepared in support of Utilities Kingston, Knox Farm site.

The comments received noted that the report did not include a recommendation on which site access alternative was preferred. Further, the comments outlined the Ministry of Transportation's (MTO) preference to relocate the existing entrance to the site to the signalized intersection at Perth Road and McAdoo's Lane (Option 1).

The final draft of the Environmental Study Report (ESR) dated July 2024, was updated to address this comment. In particular, Section 6.7.4 of the ESR was updated with a recommendation as to which site access alternative is recommended and also notes MTO's preferred site access option (Option 1). Section 7.2.3 of the report was also modified to state that the preliminary preferred site access option is Option 1. However, it is documented that additional studies such as environmental studies, geotechnical investigation, drainage studies and lane geometry will be required as part of the site plan process to confirm this preference.

Sincerely,

DILLON CONSULTING LIMITED



Betsy Varghese
Project Manager

ST:rrk

cc: Lauren Scanlan – Utilities Kingston, Doug Green – Dillon,
Sydney Tasfi – Dillon

Our file: 22-4641



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519.672.8209

Dillon Consulting
Limited

From: Varghese, Betsy <bvarghese@dillon.ca>
Sent: Thursday, June 13, 2024 12:54 PM
To: UK Biogas Facility; Sabrina Singh; Barihashemi, Avid
Subject: Fwd: Utilities Kingston - Kelly Farm Site
Attachments: Mulrooney Trucking Quarry - Traffic Impact Study - April 8 2021.pdf



Betsy Varghese
Partner
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Inclusiveness: Enabling belonging to draw strength from our differences.

----- Forwarded message -----

From: Kish, Brett <bkish@cityofkingston.ca>
Date: Fri, Nov 24, 2023 at 3:21 PM
Subject: RE: Utilities Kingston - Kelly Farm Site
To: Green, Doug <DGreen@dillon.ca>
Cc: Marissa Stavropoulos <mstavropoulos@dillon.ca>, 224641@dillon.ca <224641@dillon.ca>, Betsy Varghese <bvarghese@dillon.ca>, Dickson, Mark <mdickson@cityofkingston.ca>, MacLatchy, Paul <PMaLatchy@cityofkingston.ca>, Scanlan, Lauren <lscanlan@utilitieskingston.com>

Hi Doug,

I went through the list provided. The only other site that would be to be included is 1280 McAdoos, file D35-002-2022. I have attached the TIS for your convenience. Further information on the file included through the DASH website. Link provided below: <https://www.cityofkingston.ca/business/dash>

Thanks,



Brett Kish (he/him/his)
Transportation Technologist
Transportation Services

City of Kingston
1211 John Counter Boulevard
Kingston, ON K7K 6C7
T: 343-422-3944
bkish@cityofkingston.ca

The City of Kingston acknowledges that we are on the traditional homeland of the Anishinaabe, Haudenosaunee and the Huron-Wendat, and thanks these nations for their care and stewardship over this shared land.

From: Scanlan, Lauren <lscanlan@utilitieskingston.com>
Sent: Friday, November 24, 2023 12:32 PM
To: Green, Doug <DGreen@dillon.ca>
Cc: Marissa Stavropoulos <mstavropoulos@dillon.ca>, 224641@dillon.ca; Kish, Brett <bkish@cityofkingston.ca>; Betsy Varghese <bvarghese@dillon.ca>; Dickson, Mark <mdickson@cityofkingston.ca>; MacLatchy, Paul <PMaLatchy@cityofkingston.ca>
Subject: RE: Utilities Kingston - Kelly Farm Site

Hi Doug,

Thanks for keeping me in the loop on these notes – please cc' Paul MacLatchy as well in the future as he is the City's liaison for this project (adding him here!)

Please note for your bullet related to the snow management facility – Paul reached out and got some high level estimates for truck traffic as follows:

Undertaken for 3-6 weeks each winter, generally somewhere between Jan 1 to Feb 28 (couple of weeks on either side depending on the year)
20 trucks per day, about half between 12am and 8am, the other half between 8am to 2pm
5000 yards per week and between 15,000-30,000 yards (or m3) of snow per season received

Based on this, you may wish to include an assumption for the snow management traffic in your analysis as appropriate.

Thank you,

Lauren.

Lauren Scanlan, M.A.Sc., P.Eng.
Utilities Engineer
P.O. Box 790, Kingston, ON K7L 4X7
P: 613-546-1181 x.2462 C: 613-217-7181
lscanlan@utilitieskingston.com



Utilities Kingston acknowledges that we are situated on the ancestral and continuing unceded territory of the Huron-Wendat, Anishinaabe and Haudenosaunee Peoples. We thank these Peoples for their stewardship of the land. As we preserve and protect the land and water, we commit to delivering our services with care for the Earth.

From: Green, Doug <DGreen@dillon.ca>
Sent: Thursday, November 23, 2023 4:21 PM
To: Dickson, Mark <mdickson@cityofkingston.ca>
Cc: Marissa Stavropoulos <mstavropoulos@dillon.ca>; 224641@dillon.ca; Kish, Brett <bkish@cityofkingston.ca>; Scanlan, Lauren <lscanlan@utilitieskingston.com>; Betsy Varghese <bvarghese@dillon.ca>
Subject: Re: Utilities Kingston - Kelly Farm Site

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Mark,

As per our meeting this afternoon, please find attached the Active Development Applications list that was provided to Dillon back in August 2022. Could you have this list reviewed and updated with the City Planner and identify any applications that we need to explicitly capture in our background traffic volumes?

The following summarizes our discussions:

- A project overview was provided, which summarized the site location, site function, and anticipated number of employees and trucks generated by the site.
- The location of potential access locations was discussed. The two options considered are the existing location; and, a new access opposite McAdoo's Lane.
- Mark indicated that the EA should compare the two driveway location options, specifically providing a cost/benefit comparison.
- It was agreed that a northbound left turn lane is desirable given the slope of Perth Road, background traffic volumes and the size/weight of vehicles accessing the site (to be confirmed by the traffic study).
- Mark indicated that the site is likely within the MTO permit area, and recommended that Dillon communicate with MTO. Mark indicated that George Taylor of MTO Kingston typically reviews Kingston area traffic studies for MTO.
- Mark indicated that the City typically uses a 1.8% background traffic rate. Dillon to provide the 2022 Active Development Application list, Mark will review it with City Planning and update it accordingly. Dillon to review Dash for development applications, Mark to identify potential other developments that may not be on Dash.
- The snow dump area generates very few trucks, less than a few every other day. No need to include the snow dump vehicles in our traffic analysis.

Should this email contain any errors or omissions, please contact the undersigned.

Yours sincerely,

Doug Green
 Associate
 Dillon Consulting Limited
 177 Colonnade Rd South, Suite 101
 Ottawa, Ontario, K2E 7J4
 T - 613.745.6338 ext. 3052
 F - 613.745.3491
 M - 613.608.1778
DGreen@dillon.ca
www.dillon.ca



On Thu, Nov 23, 2023 at 8:50 AM Dickson, Mark <mdickson@cityofkingston.ca> wrote:

Hey Doug,

Sorry for late reply, I would be happy to have a meeting to bring myself up to speed on the project, I am available today 230 to 330, not sure if we need the full hour but will send a meeting invite along shortly.

Regards



Mark Dickson, P.Eng (he/him/his)
 Acting Manager, Transportation Infrastructure
 Transportation Services
 City of Kingston
 Office Location: 701 Division St,
 218 Ontario Street Kingston, ON K7L 2Z3
 613-546-4291 ext 3254



The City of Kingston acknowledges that we are on the traditional homeland of the Anishinaabe, Haudenosaunee and the Huron-Wendat, and thanks these nations for their care and stewardship over this shared land.

From: Green, Doug <DGreen@dillon.ca>
Sent: Tuesday, November 21, 2023 3:55 PM
To: Dickson, Mark <mdickson@cityofkingston.ca>
Cc: Marissa Stavropoulos <mstavropoulos@dillon.ca>; Angela Shlimon <ashlimon@dillon.ca>; 224641@dillon.ca
Subject: Utilities Kingston – Kelly Farm Site

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Hello Mark,

I was wondering if we could have a quick conversation regarding the Kelly Farm site that Utilities Kingston would like to use for their Biogas processing site. The meeting is intended to familiarize you with the project and get your thoughts on various parameters.

The site is located west of Perth Road, north of the Highway and south of McAdoos Lane, see figure below. We are proposing to include a 1.5% background growth rate, with no other specific background developments. We believe that the driveway should be relocated opposite McAdoos Lane at the signal to improve safety and so that we can physically accommodate a left-turn lane while avoiding the hill. Overall the proposed Biogas facility is expected to generate a very small amount of hourly traffic, likely in the range of 6 employees, and perhaps up to 5 trucks in an hour.

At this point, we have not considered the snow dump operations in our assumptions however if you have information that you would like us to include, we certainly are open to it.

If you are available for a video conference call, that would be great. I am available most of the week with the exception of Wednesday between 2 and 4 PM. you could send a meeting invite, it would be greatly appreciated.



Yours sincerely,

Doug Green
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RE: Request regarding the Kingston Regional Biosolids and Biogas Facility

1 message

Scanlan, Lauren <lscanlan@utilitieskingston.com>

Thu, Apr 11, 2024 at 7:39 AM

To: Mohammed Iqbal El Kettani <elketm@ecolecatholique.ca>

Cc: Luc Poulin <poufil@ecolecatholique.ca>, "Facility, UK Biogas" <ukbiogasfacility@dillon.ca>

Good Morning,

Thank you very much for your interest in the project. We are happy to hear that you were able to attend and appreciated our Public Presentation a couple of weeks ago.

Our consultant, Dillon Consulting, completed several assessments of the preferred design concept on the surrounding environment which included both air quality and noise impacts – I've provided a brief summary of each below.

Air Quality (Odour and Air Emissions)

The preferred design concept was assessed for potential odour impacts and air emissions, in accordance with provincial regulations and Ministry of Environment, Conservations and Parks (MECP) guidelines. The assessment considered significant on-site emissions sources as well as background air quality. Should the Facility be developed, air emissions (post construction) will be designed and mitigated to meet the provincial air quality standards at the property line and at off-property locations which are referred to as receptors.

The analysis included receptors directly west of L'École Catholique Élémentaire Mgr-Rémi-Gaulin and the results demonstrated that compliance can be met. With the design and implementation of an effective air quality and fugitive dust management plan, construction-related dust and air emissions will be minimized at nearby receptor locations. Further, odour emissions from the Facility (post construction) will be mitigated to meet the provincial odour and air quality standards at all nearby odour receptor locations through the use of a biofilter.

Noise

The noise assessment was conducted in accordance with MECP guidelines and applicable compliance limits. The assessment considered significant on-site noise sources with the potential to adversely impact noise sensitive receptors as well as existing background noise. Noise impacts during construction are expected to be higher than the operating Facility but are temporary works with fluctuating levels depending on the type and locations of the work. Noise impacts from the Facility (post construction) will be designed to meet the provincial MECP noise limits, and are expected to be at or below the existing background sound levels from road traffic (primarily HWY 401) at the majority of the identified sensitive receptors.

Please let me know if you have any additional comments or questions.

Thank you,

Lauren,



Lauren Scanlan, M.A.Sc., P.Eng., PMP
Project Advisor - Risk & Research
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lscanlan@utilitieskingston.com



Utilities Kingston acknowledges that we are situated on the ancestral and continuing unceded territory of the Huron-Wendat, Anishinaabe and Haudenosaunee Peoples. We thank these Peoples for their stewardship of the land. As we preserve and protect the land and water, we commit to delivering our services with care for the Earth.

From: Mohammed Iqbal El Kettani <elketm@ecolecatholique.ca>
Sent: Friday, April 5, 2024 11:12 AM
To: Scanlan, Lauren <lscanlan@utilitieskingston.com>
Cc: Luc Poulin <poullil@ecolecatholique.ca>
Subject: Request regarding the Kingston Regional Biosolids and Biogas Facility

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Good day Lauren,

I attended your presentation on March 27 and appreciated it.
I would like to know whether L'École Catholique Élémentaire Mgr-Rémi-Gaulin is affected by gas emissions or possible environmental pollution coming from the Kingston Biosolids and Biogas Facility. The school is about 2 km away as the crow flies, which would suggest that there is a possible risk of nuisance.
If this is not the case, what measures do you intend to take to prevent such a risk from occurring?
Thank you for your kind attention.
Best Regards.

--

Iqbal El Kettani

Directeur adjoint à la Planification

Service des immobilisations

elketm@ecolecatholique.ca

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Conseil des écoles catholiques du Centre-Est

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