BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Appendix E

Approved Terms of Reference

Ministry of the Environment and Climate Change

Office of the Minister

77 Wellesley Street West
11th Floor, Ferguson Block
Toronto ON M7A 2T5
Tel.: 416-314-6790
Fax: 416-314-6748

Ministère de l'Environnement et de l'Action en matière de changement climatique

Bureau du ministre

77, rue Wellesley Ouest
11e étage, edifice Ferguson
Toronto ON M7A 2T5
Tél.: 416-314-6790
Téléc: 416-314-6748

Ontario

ENV1283MC-2014-80

DEC 2 9 2014

Mr. Dave Blake
Environmental Coordinator
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys ON N4X 1B6

Dear Mr. Blake:

Thank you for submitting your amended Terms of Reference on January 13, 2014, and an errata letter on February 25, 2014 for the Town of St. Marys (Town) Future Solid Waste Disposal Needs Environmental Assessment (Project). The Ministry of the Environment and Climate Change (Ministry) has completed its review and I wish to inform you that I have approved your Terms of Reference and amended it to include the errata letter submitted to the Ministry. Please see the attached Notice of Approval.

As required by subsection 6.1(1) of the Environmental Assessment Act, your environmental assessment must now be prepared in accordance with the approved amended Terms of Reference. While this approval provides additional certainty to your environmental assessment decision-making process, it does not secure approval of an undertaking. The Town of St. Marys is responsible for fulfilling the commitments outlined in the amended Terms of Reference and for providing the appropriate level of quality in the environmental assessment.

As per the errata letter, the Ministry understands that Town will be undertaking a waste diversion study in parallel with the environmental assessment process for the Project. The Ministry is committed to working with all stakeholders, including municipalities, to develop a new waste framework to further increase diversion in the province. The Ministry will be very interested in the outcome of your waste diversion study. The Ministry recommends that you complete your waste diversion study before an environmental assessment decision is made, as the outcome of this study may impact the Project. Furthermore, it is the Ministry's expectation that you will consider how to apply best management practices related to waste management and diversion in your waste diversion study and environmental assessment.

Should you wish to vary significantly from your approved amended Terms of Reference in preparing your environmental assessment, you will need to submit a new Terms of Reference for my decision. In the event of any uncertainty, you should consult with the Ministry through its Environmental Approvals Branch.

Should you require further assistance please contact Mr. Wesley Wright, Project Officer of the Environmental Approvals Branch, at 416-325-5500 or by e-mail at wesley.wright@ontario.ca.

Sincerely,

Glen Murray
Minister of the Environment and Climate Change

Attachment

c: Debanjan Mookerjea, R.J. Burnside
EAIMS No. 09212

TERMS OF REFERENCE - NOTICE OF APPROVAL

ENVIRONMENTAL ASSESSMENT ACT

SUBSECTION 6(4)

APPROVAL OF TERMS OF REFERENCE

FOR

THE PREPARATION OF AN ENVIRONMENTAL ASSESSMENT

RE: Proponent: Town of St. Marys

Undertaking: Town of St. Marys Future Solid Waste Disposal Needs Environmental Assessment

EAIMS No.: 09212

As provided for by subsection 6(4) of the Environmental Assessment Act, the Terms of Reference, as submitted for approval to the Ministry of the Environment and Climate Change on January 13, 2014 to govern the preparation of an environmental assessment for the above-noted undertaking, is hereby approved with the following amendment:

1. The Terms of Reference shall be amended to include as part of the Terms of Reference the errata letter submitted to the Ministry of the Environment and Climate Change, and dated February 25, 2014. The errata letter shall form part of the Terms of Reference.

Pursuant to subsection 6.1(1) of the Environmental Assessment Act, any environmental assessment for the above-noted undertaking, submitted to the Ministry of the Environment and Climate Change pursuant to subsection 6.2(1) of the Environmental Assessment Act, must be prepared in accordance with the amended Terms of Reference as hereby approved.

Reasons:

I am satisfied that an environmental assessment prepared in accordance with the amended Terms of Reference will be consistent with the purpose of the Environmental Assessment Act and the public interest for the following reasons:

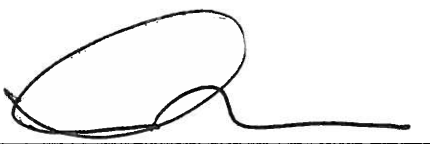
1. The amended Terms of Reference ensures that the environmental assessment will be completed using a public, Aboriginal and government agency consultation process that is open and transparent;

2. The amended Terms of Reference ensures that the completed environmental assessment will contain a sufficient level of detail to accurately assess the environmental effects of a reasonable range of alternatives and the proposed undertaking;

3. The amended Terms of Reference sets out a planning process that will ensure the completed environmental assessment will be consistent with the purpose of the Environmental Assessment Act and the public interest; and,

4. All issues and concerns raised have adequately been addressed in the amended Terms of Reference or can be addressed during the preparation of the environmental assessment.

Dated the 29th day of December, 2014 at TORONTO.



Minister of the Environment and Climate Change
77 Wellesley Street West
11th Floor, Ferguson Block
Toronto, Ontario
M7A 2T5

ONTARIO CANADA
ST. MARYS

ENVIRONMENTAL SERVICES
The Corporation of the Town of St. Marys

VIA E-MAIL

February 25, 2014

Agatha Garcia-Wright
Director
Environmental Approvals Branch
Ministry of the Environment
2 St. Clair Avenue West, Floor 12A
Toronto, ON M4V 1L5

Subject: **Errata Letter – Town of St. Marys Future Solid Waste Disposal Needs Environmental Assessment Terms of Reference**

Dear Ms. Garcia-Wright:

Pursuant to a recent e-mail with Mr. Wesley Wright, Project Officer, Ministry of Environment, the Town of St. Marys wishes to provide you with the following errata table for the R.J. Burnside & Associates report entitled *Proposed Terms of Reference, Town of St. Marys Future Solid Waste Disposal Needs, Environmental Assessment (Amended)*, dated December 2013. Generally, the Town wishes to note that increased or enhanced waste diversion efforts are being considered by the Town as an ongoing, additional effort beyond the scope of the proposed EA process, though it will be conducted alongside the EA. To this end, the following changes are proposed. Therefore, this errata table is intended to provide clarity to the proposed Terms of Reference (ToR) for your consideration.

Location in ToR	Existing Text (if applicable)	Explanation, Revision or Additional Text
Section 2.1.2, last paragraph (p.8)	The annual fill rate, annual waste disposal tonnage, and population projection will be reassessed as part of the EA. This may result in the proposed landfill capacity, the planning period or both being adjusted to reflect future estimates/requirements.	The annual fill rate, annual waste disposal tonnage, and population projection will be reassessed as part of the EA. In parallel with the EA process, the Town will review increased waste diversion opportunities. This may result in the proposed landfill capacity, the planning period or both being adjusted to reflect future estimates/requirements.
Section 2.1.3, last paragraph (p.9)	Additional waste diversion efforts are expected to be reviewed and implemented by the Town during the 40 year planning period being considered under this EA process.	Replace with: The maintenance and expansion of the Town's waste diversion programs are efforts intended to proceed along with, but separate from, this EA process. However, the Town will also review and may implement additional waste diversion efforts as a normal course of future activities, beyond this EA. The ability to separate, process and market

Location in ToR	Existing Text (if applicable)	Explanation, Revision or Additional Text
		additional recyclable materials – or otherwise divert material from landfill disposal – is expected to change over the 40 year planning period of the proposed undertaking. Hence, the Town will review and implement diversion activities as opportunities arise.
Section 4.1, Table 4.1, Alternative 2 (p.12)	Description	Add to (end of) Description: Despite this, the Town will review and implement diversion activities as opportunities arise, outside of this EA process.
Section 4.4, second paragraph (p.14)	Although increased waste diversion is not able to fully satisfy the Problem Statement as a stand alone solution, it is an important aspect of waste disposal and will be brought forward as a consideration for integration into the final solution.	Replace with: Regardless of the preferred solution identified in the EA, increased waste diversion will be considered for the proposed undertaking but will not constitute part of the undertaking.
Section 4.4, third page of Table 4.2 (p.19)	Alternative 2, Increased Waste Diversion; a) Technical Factors Section Rating b) Overall Rating	a) Indicated as "Not Preferred" though it should be indicated as "Preferred". b) Indicated as "Partially Preferred" though it should be indicated as "Not Preferred" since it does not fully address the Problem Statement.
Section 5.1, third paragraph (p.20)	As also noted in Table 4.2, efforts to increase waste diversion (Alternative 2) will be considered in conjunction with Alternatives 4 and 6. Such efforts may reduce but are not expected to eliminate the need for waste disposal. Therefore Alternatives 4 and 6 are considered the two remaining Alternatives to the Undertaking.	Delete paragraph.
Section 5.1.1 (p.20 and 21)	Entire Section 5.1.1.	Delete Section 5.1.1
Section 5.1.2 (p.22), second paragraph	With respect to Alternative 2, Efforts to Increase Waste Diversion, data sources may include, but is not limited to, municipal waste management program information from sources such as: • Ontario Waste Management Association; • Recycling Council of Canada; • Canadian Composting Council; • Waste Diversion Ontario;	Delete text

Location in ToR	Existing Text (if applicable)	Explanation, Revision or Additional Text
	• Canadian Association of Recycling Industries; • Federation of Canadian Municipalities; • Association of Municipalities of Ontario; • Municipal Waste Association; • Industry magazines and similar publications; and • Direct contact with municipal and private sector waste management staff.	
Section 5.4.1, first paragraph (p.26)	*Alternative Methods* are technically, economically and environmentally feasible ways of doing, or implementing, the same activity. Assuming that the preferred *Alternative to the Undertaking* is to expand the existing landfill, the *Alternative Methods* will include various design options associated with the expansion.	*Alternative Methods* are technically, economically and environmentally feasible ways of doing, or implementing, the same activity. Assuming that the preferred *Alternative to the Undertaking* is to expand the existing landfill, the *Alternative Methods* will include various design options associated with the expansion. Increased waste diversion will be considered for the preferred *Alternative Method* but will not constitute part of the undertaking.
Section 5.4.1, second paragraph (p.26)	"During the initial screening..."	Delete paragraph
Section 5.4.1, Table 5.3 (p.27)	[Table 5.3]	• Delete Methods 4, 5, and 6; • Method 7 in the table will now be labelled as Method 4

This errata letter is intended to supplement the ToR. As such, it will be posted along with the proposed ToR on the Town's (project) website. Should you have any questions or issues, please do not hesitate to contact the undersigned by email (dblake@town.stmarys.on.ca) or telephone (519-284-2340 ext. 209).

Sincerely,
TOWN OF ST. MARYS

Dave Blake, C.E.T.
Environmental Coordinator

c: James Hollingsworth, R.J. Burnside & Associates Limited
Wesley Wright, Ministry of Environment
Chad Papple, Operations Manager, Town of St. Marys

Proposed Terms of Reference

St. Marys Future Solid Waste Disposal Needs

Environmental Assessment (Amended)

Prepared By:

R.J. Burnside & Associates Limited
1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7

Prepared for:

Town of St. Marys

December 2013

File No: 300032339

Record of Revisions

Revision	Date	Description
0	June 27, 2013	Initial Burnside Submission to Ministry of the Environment
1	Aug. 6, 2013	Revised Submission to Ministry of the Environment, incorporating internal Burnside edits.
2	Oct. 11, 2013	Revised Submission to Ministry of the Environment, addressing EASS comments on Revision 1.
3	Dec. 20, 2013	Revised Submission to Ministry of the Environment addressing comments received.

Note: See Section 1.2, describing the consultant history for this project.

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Tables

Figures

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A Minutes – Committee of the Whole, September 18, 2012
B Minutes of Council Meeting, September 25, 2012
C Technical Memo - Energy from Waste Option
D Technical Memo – Criteria for the Identification of a New Landfill Site
E Record of Consultation

1.0 Introduction

This Proposed Terms of Reference ("TOR") provides the framework for the preparation of an Individual Environmental Assessment ("EA") being undertaken to review options to address the future waste disposal needs of the Town of St. Marys (herein referred to as the "Town"), located in southwestern Ontario, as shown on **Figure 1.1**.

The existing St. Marys landfill site (the "Site"), located at 1221 Water St. South, St. Marys, Ontario, operates under Environmental Compliance Approval ("ECA") No. A150203 dated June 24, 2010. It has an approved capacity of 380,000 m^3 and receives post-diversion waste from within the Town of St. Marys. The 37 ha Site was part of a former clay pit that was used by St. Marys Cement in cement manufacturing and contains an approved fill area of 8 ha. The location of the Town and the existing landfill are illustrated on **Figure 1.2**. Site capacity (waste and daily cover) is consumed at a variable rate between approximately 9,800 and 17,300 m^3 per year, based on Site records for the past four years (ending 2012). There has been inconsistent waste generation and operational needs, especially cover placement requirements, resulting in the variability from year to year. Approximately 45,000 m^3 (or approximately 3.5 years) of capacity remain as of December 31, 2012.

For this EA process, we have averaged waste tonnage generation and used industry standards for waste density to determine long term disposal needs. As such, on the basis of current and projected municipal growth, and waste generation and waste diversion rates, the Town will require a solution that allows for the additional safe disposal capacity of approximately 708,000 m^3 of solid waste. This will be sufficient to ensure that the Town will have post-diversion municipal solid waste disposal capacity over a 40-year planning period.

Preparation of this TOR commenced in 2006 and included an initial public information open house on October 30, 2006 followed by another on December 3, 2009. The Town decided to put its EA process temporarily on hold while land ownership issues were resolved. The Site is now owned by the Town so the Town is now moving forward with its landfill capacity expansion environmental assessment and as such has resumed the TOR preparation process.

Since a number of Provincial EA-related guidelines have been approved and Ontario Regulation 101/07, the Waste Management Projects Regulation, made under the *Environmental Assessment Act* ("*EA Act*"), has been enacted since the commencement of the TOR process, the Town has updated its draft TOR to reflect those regulatory/policy changes. This TOR is, therefore, an amended version of the draft TOR originally circulated and presented to the public in 2006 and 2009. They reflect comments received from the public following those events and the results of a draft TOR

circulation to the public, agencies, and Aboriginal communities in 2010. Other than a very minor increase in the Town's population, since the 2006 census, there have been no significant changes to the existing landfill or the condition/uses of lands in its vicinity.

The methodology described in this TOR reflects a process that will meet the requirements of the *Environmental Assessment Act* and Ontario Regulation 101/07, the Waste Management Projects Regulation, made under the *EA Act* and will address the post-diversion waste disposal needs and priorities of the Town over a 40-year planning period.

The EA proposed under this TOR will be prepared in accordance with sections 6(2)(a) and 6.1(3) of the *Environmental Assessment Act*. This TOR sets out in detail the requirements for preparation of the EA and have been prepared in accordance with and having regard for the following guidance documents:

- "Code of Practice - Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario" (MOE, October 2009)
- "Code of Practice - Preparing and Reviewing Environmental Assessments in Ontario" (MOE, October 2009)
- "Code of Practice - Consultation in Ontario's Environmental Assessment Process" (MOE, June 2007)
- "Federal/Provincial Environmental Assessment Coordination in Ontario - a Guide for Proponents and the Public" (Canadian Environmental Assessment Agency and MOE, June 2007)
- "Guide to Environmental Assessment Requirements for Waste Management Projects in Ontario" (MOE, March 2007)

During preparation of this TOR, the Town has consulted with the Ministry of the Environment (“MOE”), other federal and provincial government agencies, the public, Aboriginal communities and other interested persons.

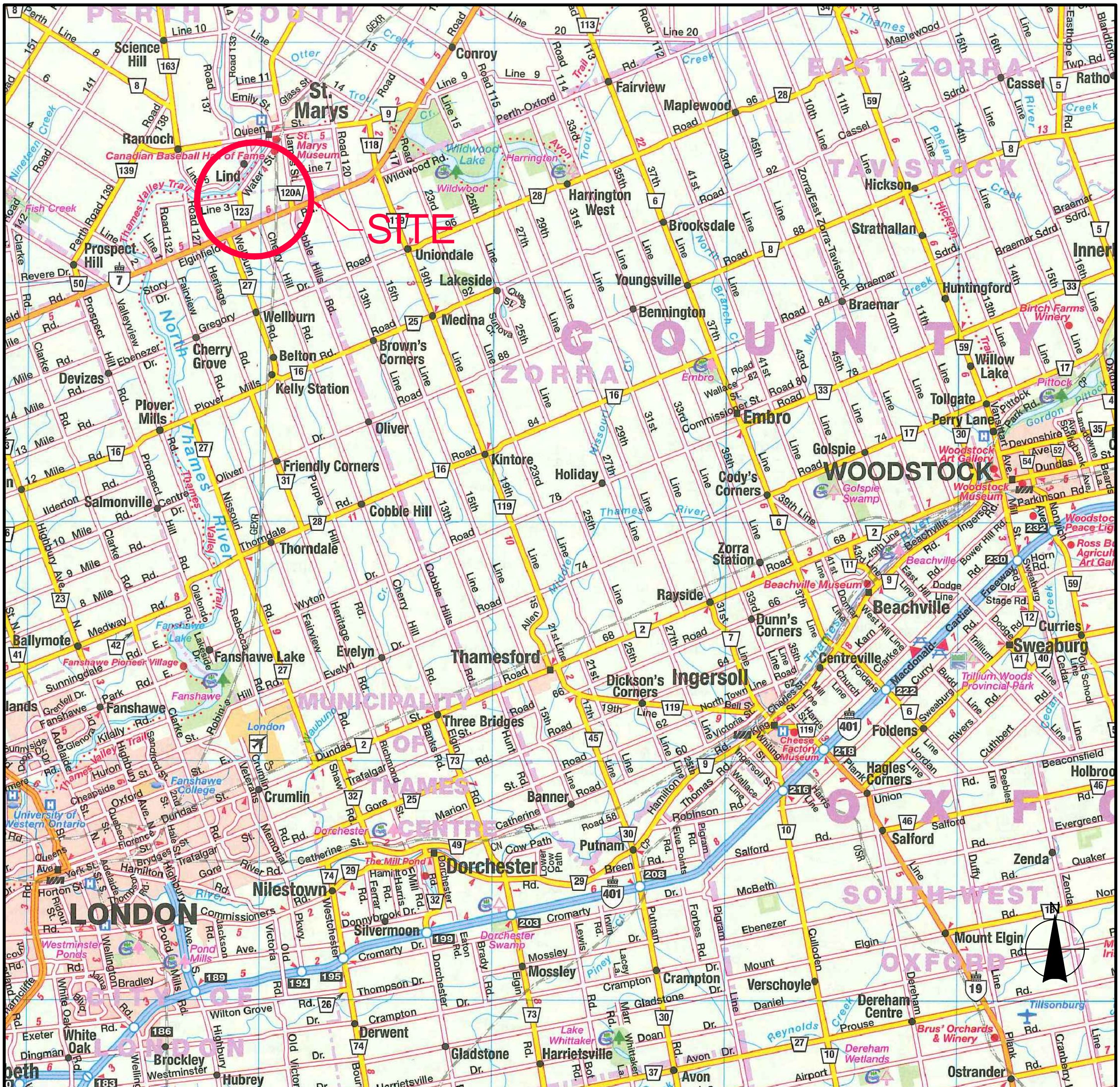
This TOR was approved by a resolution of the Council of the Town of St. Marys. As this TOR has been developed, it has been further reviewed and approved by the Town.

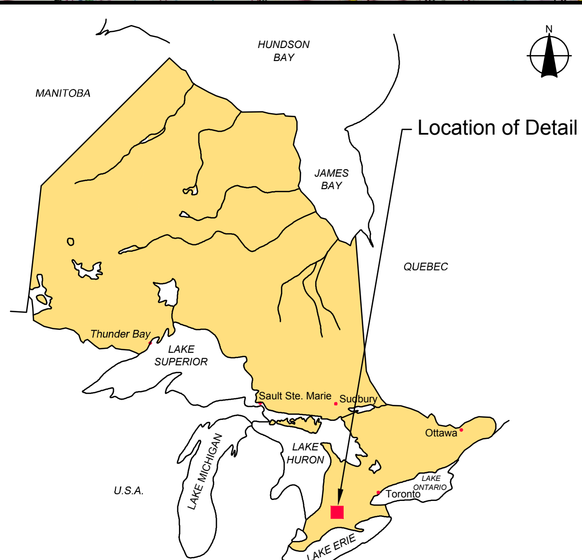
1.1 Proponent

The proponent of the EA described in this TOR is the Corporation of the Town of St. Marys, which currently owns and operates the St. Marys landfill Site.

1.2 Proponent's Consultant

Conestoga-Rovers & Associates Ltd. ("CRA") was retained by the Town to undertake the TOR process between 2006 and the early part of 2013. In March 2013 the Town retained R.J. Burnside & Associates ("Burnside") to finalize any remaining work on the TOR and complete the EA process. As such, portions of the information provided herein were prepared and provided by CRA.





KEY MAP OF ONTARIO

BURNSIDE

Client

THE CORPORATION OF THE TOWN OF ST. MARYS

Figure Title

TOWN OF ST. MARYS
TERMS OF REFERENCE
SITE LOCATION PLAN

Drawn	Checked	Date	Figure No.
CD	TR	2013/09/24	1.1
Scale		Project No.	
N.T.S.		300032339	

File Name: 32339 St. Marys SL.dwg Date Plotted: September 24, 2013 - 11:23 AM

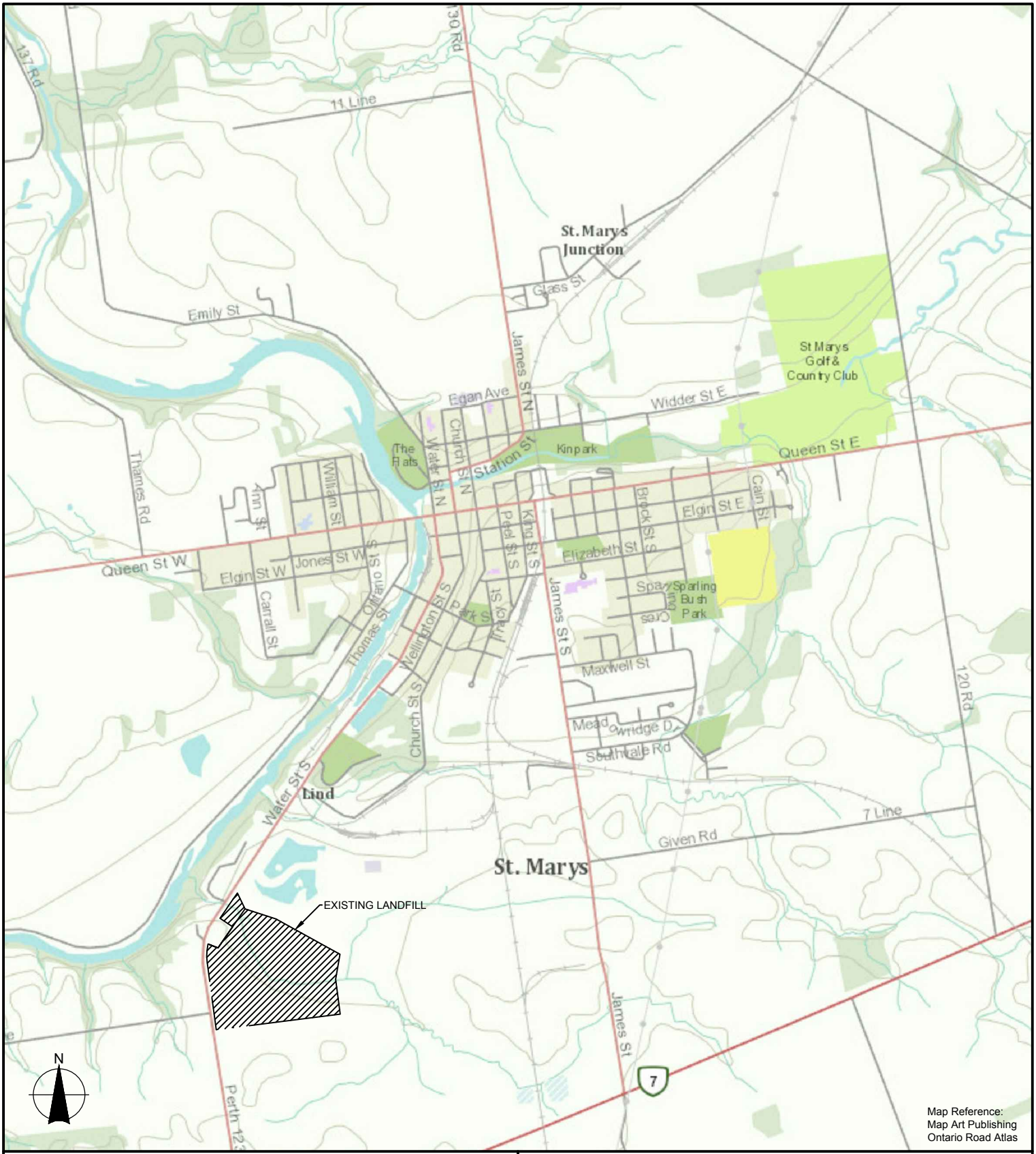


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Figure Title

TOWN OF ST. MARYS - LANDFILL EA

REGIONAL PLAN

Client

THE CORPORATION OF THE TOWN OF ST. MARYS

Drawn	Checked	Date	Figure No.
AE	JRH	13/06/25	**1.2**
Scale		Project No.	
N.T.S.		300032339	

File Name: 32339 St. Marys RP.dwg Date Plotted: June 25, 2013 - 9:26 AM

2.0 Description and Purpose of the Undertaking

2.1 Current Conditions

2.1.1 Town Demographics

The Town of St. Marys is a compact 12.48 km^2 urban centre with a 2011 census population of approximately 6,665 people. According to Statistics Canada, the Town's population in 1991 was 5,496. In 1996 it was 5,952; in 2001 it was 6,293; and in 2006 it was 6,620. Overall, the population growth in the Town has been approximately 21 percent over that 20-year period, or an average of approximately one percent per year. Located in southern Perth County and surrounded by the Township of Perth South, St. Marys is approximately 16 km southwest of Stratford and 25 km northeast of London. Founded in 1841, the Town is a traditional support and service centre for surrounding agricultural areas and has a full range of residential, commercial, industrial and institutional areas, facilities, and services.

2.1.2 Existing St. Marys Landfill

Historically the Town has provided waste disposal services for Town residents, businesses, and industries within the Town's boundaries. At least two closed landfill sites dating back to the early to mid-1900's are located in the Town.

The existing St. Marys landfill Site, located in the extreme southwest corner of the Town, was opened in 1984 on a 16.2 ha parcel of land leased from the adjacent St. Marys Cement Inc., a major industrial operation and employer in the Town. The Town finalized purchase of the Site in 2009. The Site serves as the sole waste disposal facility for the Town and, in the past decade, has been modified to introduce waste diversion facilities, including:

1. An area for the composting of leaf and yard waste.
2. A municipal hazardous and special waste ("MHSW") facility.
3. A waste transfer station for acceptance of e-waste, cardboard, scrap metal and blue box recycling materials.

The Site has about 3.5 years of remaining approved capacity, and, while the Town continues to aggressively pursue enhancements to its waste diversion programs, additional post-diversion waste disposal capacity will be required over the next 40 years in order for the Town to meet its waste management obligations to its residents.

In 2012, a weigh scale was installed at the St. Marys Landfill and reported a total of 4,154 tonnes entering the site. Prior to 2012, the measurement of waste capacity utilization was based on the volume of waste placed on an annual basis. During the development of this TOR, the annual fill rates for the St. Marys Landfill were reviewed. The annual fill rates varied from year to year. Previous TOR efforts by CRA indicated that filling rates (volumetric) had been slightly increasing over time. The most recent annual fill rates, from 2009 through 2012 (inclusive), indicate a further increase in consumption of annual capacity.

Comparing the 2012 scale records against the measured (volumetric) fill rates indicate a waste in place density below the average expected for a facility with similar operational practices. This is likely a result of either an excess application of cover, or an insufficient level of compaction. The operational practices are currently undergoing a review in order to increase the operational efficiencies and make the best use of the remaining and proposed site's capacities. As a result of the analysis of current practices it was determined that the 2012 volumetric fill rate is not indicative of the Town's long term disposal needs. In order to more reasonably estimate disposal needs the fill rates from January 1, 2009 through December 31, 2012 were averaged, arriving at a value of 13,500 m^3 per year, as of the mid-point of the period, January 1, 2011.

It is generally accepted that there is a strong correlation between population and waste disposal. It was therefore assumed for planning purposes that the increase in the annual fill rate would be based on population growth. Thus, as discussed in Section 2.1.1, a one percent (1%) increase in annual waste disposal needs was assumed.

Based on the typical timeline for an EA process, it is assumed that filling of a newly constructed site will commence in 2017. Using a fill rate of 13,500 m^3/year as of January 1, 2011, increasing at one percent per year, and extending that to the end of each calendar year (i.e., Dec. 31) results in estimated annual fill rates of:

- 14,474 m^3 in 2017 (year 1)
- 15,988 m^3 in 2027 (year 11)
- 17,661 m^3 in 2037 (year 21)
- 19,509 m^3 in 2047 (year 31)
- 21,396 m^3 in 2056 (year 40)

Overall for the 40 year planning period of this EA, the Town will require 708,000 m^3 of additional disposal capacity, as described in Section 1.0.

The annual fill rate, annual waste disposal tonnage, and population projection will be reassessed as part of the EA. This may result in the proposed landfill capacity, the planning period or both being adjusted to reflect future estimates/requirements.

2.1.3 Current Waste Diversion

The Town of St. Marys is a member of the Bluewater Recycling Association ("BRA"), a non-profit organization based in southwestern Ontario with 20 municipal members consisting of some 150,000 people in 70,000 households. BRA collects recyclable materials within the Town and transports them to its processing facility located in Huron Park (about 28 km west of St. Marys) for sorting, processing and sale. The facility employs approximately 68 staff and processes approximately 30,000 tonnes of recyclable materials/year.

The Town has a Waste Management By-law (By-law No. 2012-71) governing the establishment and maintenance of a system for the collection of garbage, yard waste, recyclable materials and the disposal of waste in the Town's landfill site. As a member of BRA, the Town of St. Marys operates a comprehensive waste diversion program for Town residents consisting of several key components, including:

- An automated, user-pay, curbside collection system.
- Residential blue box and blue "wheelie" recycling bins.
- Weekly collection of paper (e.g., newspapers, magazines, pizza boxes, cereal boxes, flyers, egg cartons, paper towel rolls and telephone books); glass (e.g., clear and coloured glass food and beverage containers with lids and/or labels); plastic (e.g., wide mouth tubs and rigid screw-top containers, grocery and retail bags); and metal (e.g., aluminum and steel beverage and food cans, empty aerosol containers and empty paint cans, all metal lids).
- Curbside yard waste collection for five (5) weeks in the spring and five weeks in the fall of each year. Drop-off at the yard waste composting area (at the landfill site) is available year-round.
- Municipal special and household hazardous waste ("MHSW") depot at the landfill site is open to public for free drop-off four days/week (e.g., acids, automobile batteries, waste oils, compressed gas cylinders, herbicides, aerosols and e-waste), in partnership with the ORANGEDROP program.
- Backyard composting (periodic discounts to Town residents on purchase of back yard composters).
- In 2005, the Town initiated an e-waste collection program for landfill diversion, thereby banning the disposal of electronic equipment ("e-waste") in the landfill site.

During 2011, the Town collected approximately 20.49 tonnes of e-waste, 11,580 litres of MHSW liquid waste, 130 kg of aerosol cans, 3,248 feet of fluorescent tubes, 202 CFL bulbs, and 15 HID bulbs.

The Town is committed to maintaining and expanding its waste diversion program to the extent possible. The benefits of that ongoing commitment include the reduction of the amount of post-diversion waste requiring disposal at its landfill site (with the resulting extension in the life of the site) and the reduction of undesirable materials, such as MHSW, going into the landfill for disposal.

Additional waste diversion efforts are expected to be reviewed and implemented by the Town during the 40 year planning period being considered under this EA process.

2.2 Problem Statement

The Town of St. Marys must identify a solution that addresses the Town's post-diversion municipal solid waste disposal needs over a 40 year planning period in a technically and economically feasible manner while minimizing impacts to the environment.

2.3 Description of the Undertaking

The Undertaking will include the proposed changes that are made to address the Town's future municipal waste disposal needs. The Undertaking will need to address the Problem Statement defined above. The nature of the Undertaking will be refined as the EA progresses.

3.0 The Environmental Assessment Process

In Ontario, waste management projects are governed by O. Reg. 101/07, known as the Waste Management Projects Regulation. According to Part II of the regulation, any new landfill site with a capacity over 100,000 m^3 or any changes to an existing landfill site that result in additional volume over 100,000 m^3 is subject to Part II of the *Ontario Environmental Assessment Act,* and, as such, is required to undergo an Individual Environmental Assessment ("EA").

There are several means by which the Town may address the Problem Statement. Several of those possible solutions, or "Alternatives", meet the requirements for an Individual EA, as described above. Other Alternatives are considered to have effects that are better understood and more easily addressed. These Alternatives can be assessed under a more streamlined approach. At this time, the preferred solution to the Problem Statement is not yet known. As such, the Town has elected to undertake this study as an Individual EA. As the assessment progresses, the scope of, and need for, the EA may change.

At this time, it is intended that the EA will be completed under sections 6(2)(a) and 6.1(2) of the *EA Act*. As such, the EA will include the following (note, italicized text is taken directly from the Act):

- *A description of the purpose of the undertaking;*
- *A description and statement of the rationale for the proposed undertaking, alternatives to the undertaking, and alternative methods for carrying out the undertaking;*
- *A description of:*
  - *The environment that will be affected or that might reasonably be expected to be affected, directly or indirectly,*
  - *The effects that will be caused or that might reasonably be expected to be caused to the environment, and*
  - *The actions necessary or that may reasonably be expected to be necessary to prevent, change, mitigate or remedy the effects upon or the effects that might reasonably be expected upon the environment by the undertaking, the alternative methods of carrying out the undertaking and the alternatives to the undertaking;*
- *An evaluation of the advantages and disadvantages to the environment of the undertaking, the alternative methods of carrying out the undertaking and the alternatives to the undertaking; and,*
- *A description of the consultation undertaken by the proponent and the results of the consultation.*

Individual EAs are completed in two stages, the first of which includes preparation of the TOR. This TOR documents the process by which the EA will be completed.

Regardless of the above, Section 6.1(3) of the EA Act states that the EA may consist of information other than the generic requirements listed above. This section is applicable in cases where one or more studies have occurred prior to initiating the EA process and proponents have proceeded through some of the initial stages of the project planning process. In such cases certain components listed under Section 6.1(2) may have already been completed and an EA with a narrower scope, commonly referred to as a "focused EA" may be more appropriate.

In this case, the Town of St. Marys has undertaken some initial planning work prior to commencement of the EA. Work included a pre-screening of the *Alternatives to the Undertaking*. This work has been refined during the TOR process and is summarized in Section 4.0.

Therefore, the Town of St. Marys intends to complete a focussed EA in accordance with Section 6.1(3) of the EA Act. All of the requirements of Section 6.1(2) of the Act will be included in the EA. The only exception is that the *Alternatives to the Undertaking* will be subject to a pre-screening exercise which is summarized in this TOR.

3.1 Justification for a Focused Environmental Assessment

A focussed EA under Section 6.1(3) of the EA Act is appropriate in this case because:

- a significant amount of information is known about the particular environmental, social, and economic conditions within the Town of St. Marys such that a number of Alternatives can be ruled out; and,
- substantial work has previously been undertaken to analyze and assess various options for waste disposal.

This background information was used to screen *Alternatives to the Undertaking* outside of the EA process. In order to ensure appropriate transparency of this work, all analyses are summarized in Section 4.0 and Appendices C and D.

4.0 Initial Screening of Alternatives to the Undertaking

According to the *Code of Practice for Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario* (MOE, 2009, pg. 16):

> *"Where appropriate, proponents may undertake an initial screening of alternatives before or at the terms of reference stage to determine the range of alternatives which will be examined in the environmental assessment."*

As previously noted, this pre-screening is permitted under Section 6.1(3) of the EA Act, which allows for a focused EA. This section of the TOR summarizes all pre-planning and screening work undertaken by the Town.

4.1 Alternatives to the Undertaking

During early stages of the TOR development, several *Alternatives to the Undertaking* were identified, as summarized in **Table 4.1**.

Table 4.1. Alternatives to the Undertaking

Alternative		Description
1	Do Nothing	This Alternative must be considered as a requirement of the *EA Act*. It represents the result if no action was taken and serves as a baseline against which other Alternatives can be compared.
2	Enhanced Waste Diversion	This involves increasing the percentage of recyclable and compostable waste that is diverted from the landfill to a recycling or composting facility for re-use. More diverted waste means less waste entering the landfill. With current technology and economic conditions, not all waste can be diverted and some additional means to manage post-diversion waste is still required.
3	Energy From Waste	Thermal technology is available which can be used to treat waste and generate electricity. Under this Alternative, a thermal treatment plant would be constructed with post-diversion waste from the Town combusted to create energy.
4	Export of Waste to Another Jurisdiction	This Alternative would see the decommissioning of the existing St. Marys landfill and subsequent transport of waste to another landfill in a jurisdiction outside of the Town. A transfer facility may be

Alternative		Description
		required in St. Marys.
5	Landfilling at a New Landfill Site in St. Marys	The existing landfill in St. Marys could be decommissioned and a new site within the Town limits could be developed to accept municipal waste.
6	Landfilling at an Expansion of the Existing Landfill Site in St. Marys	This Alternative involves the expansion of the existing landfill to allow it to accept additional waste beyond its current capacity.

4.2 Pre-Planning Work

Several studies and analyses have been undertaking that provide relevant and critical details about several of the Alternatives listed in **Table 4.1**.

Specifically, the following analyses have been completed:

- An assessment of the financial viability of a thermal treatment plant based on the quantities of waste produced in the Town, which has relevance to Alternative 3;
- A landfill sizing exercise to estimate the property area required to accommodate the quantity of waste expected to be generated over the next 40 years, which has relevance to Alternatives 5 and 6; and,
- A constraints analysis to identify potential sites for a new landfill within the Town's limits, which has relevance to Alternative 5.

Through these analyses it was determined that:

- A thermal treatment plant would not be economically feasible, given the limited quantity of waste generated by the Town; and,
- There is no suitable alternative site for a new landfill within the Town limits, based on the size (area) of land required and regulated constraints regarding where a landfill may be sited.

This information was used in the screening process, described below.

Copies of the detailed analyses are provided in Appendices C and D.

4.3 Screening Methodology

The *Alternatives to the Undertaking*, identified in **Table 4.1**, were subject to a qualitative screening based on criteria that are generally described by the following headings:

- Natural Environment;
- Socio-Economic Factors;
- Financial Factors;
- Technical Factors; and,
- Whether the Alternative Addresses the Problem Statement.

Table 4.2 provides this evaluation in a summary form.

4.4 Screening Results

Results of the screening are presented in **Table 4.2**. The alternatives which did not address the Problem Statement were eliminated and will not be carried forward in the EA. Therefore, the EA to be prepared under this TOR will examine only those *Alternatives To* which have passed the initial screening. Those *Alternatives To* are:

- exporting waste to another jurisdiction; or
- expanding the existing St. Marys landfill site.

Although increased waste diversion is not able to fully satisfy the Problem Statement as a stand-alone solution, it is an important aspect of waste disposal and will be brought forward as a consideration for integration into the final solution.

Table 4.2. Preliminary Screening of Alternatives To the Undertaking

Criteria for Evaluating Alternatives	Alternatives To the Undertaking					
	1 - Do Nothing	**2 – Increased Waste Diversion**	**3 – Energy From Waste**	**4 – Export Waste to Another Jurisdiction**	**5- New Landfill Site in St. Marys**	**6- Expand Existing St. Marys Landfill**
A Natural Environment						
Air Quality	• Odour could become a problem if the current waste capacity of the landfill is exceeded and no new plan to address additional waste is identified.	• No change in air quality anticipated.	• No changes in air quality as long as technology is appropriate to deal with air emissions and all permitting conditions are met. • Evolving standards (i.e., PM2.5) could restrict implementation.	• May result in slightly decreased air quality as a result of increased truck traffic to haul waste to another jurisdiction.	• May change local air quality immediately surrounding the new site (e.g. slight increase in odour).	• No change in air quality anticipated.
Aquifer Quality	• Not addressing the waste problem could lead to illegal dumping or over capacity of the current landfill which could lead to leaching and impacts to aquifer quality.	• No change in aquifer quality anticipated.	• No change in aquifer quality anticipated.	• No change in aquifer quality anticipated.	• Groundwater conditions at a new site would need to be studied to ensure that the appropriate design and technology was utilized to minimize impacts to groundwater.	• No change in aquifer quality anticipated. Current leachate collection system will continue to be used and/or increased/improved.
Terrestrial/Aquatic Habitat	• Not addressing the waste problem could lead to illegal dumping or over capacity of the current landfill which could lead to surface water runoff into local wooded areas or watercourses. • Illegal dumping in neighbouring jurisdictions is likely.	• No change in terrestrial/aquatic habitat anticipated.	• No change in terrestrial/aquatic habitat anticipated.	• No change in terrestrial/aquatic habitat anticipated.	• A new site could result in impacts to terrestrial or aquatic habitat depending on the site selected and facility design.	• May be impacts to woodlands surrounding the existing site if expanded footprint is required. • Significance and sensitivity of woodlands is currently unknown. • Possible to improve existing landfill site through additional efforts applied at the expanded site.
SECTION RATING	**Not Preferred**	**Most Preferred**	**Partially Preferred**	**Partially Preferred**	**Partially Preferred**	**Partially Preferred**

Criteria for Evaluating Alternatives	Alternatives To the Undertaking					
	1 - Do Nothing	**2 – Increased Waste Diversion**	**3 – Energy From Waste**	**4 – Export Waste to Another Jurisdiction**	**5- New Landfill Site in St. Marys**	**6- Expand Existing St. Marys Landfill**
B Socio – Economic Factors						
Conformity to Municipal Land Use, Policies and Planning	• No changes to zoning are required; however, illegal dumping of excess waste may lead to dumping in areas not properly zoned to manage waste.	• Conforms to municipal plans and policies.	• There is currently no zone in the Town which specifically permits waste from energy facilities. Zoning amendment may be required	• Care would need to be taken to ensure waste is taken to an approved facility that is zoned appropriately in the receiving jurisdiction.	• New site would need to be selected that is not adjacent to any sensitive or incompatible land uses. • Zoning amendment would be required to allow the new site to house waste.	• Conforms to existing zoning at the site.
Impact to Local Business and Industry	• Negative impact to local businesses that will no longer have a means of dealing with the waste they create. May mean loss of local businesses.	• May require local businesses to spend more time and effort on waste sorting. Compliance could be a problem.	• No impact on local businesses or industries.	• No impact on local businesses or industries from a disposal method standpoint. • Could increase disposal costs for local businesses, depending on costs: • Tipping fee for disposal facility. • Transfer station costs. • Haulage costs.	• No impact on local businesses or industries.	• No impact on local businesses or industries.
Nuisance Impacts (noise, traffic, aesthetics, disruption during construction)	• Nuisance impacts from illegal dumping may become prevalent if there is no legal means to manage waste.	• No nuisance impacts anticipated.	• May be noise or odour issues from the plant if appropriate technology is not selected or if plant is not operated or maintained correctly. • Permitting conditions to limit noise and air emissions will need to be met. • Site would need new haulage routes, changing the traffic impacts vs. existing landfill.	• Marginally increased traffic as a result of waste hauling to another jurisdiction.	• Could be moderate to significant local disruption as result of traffic, noise, dust etc. during construction. • New site would need new haulage routes, changing the traffic impacts vs. existing landfill.	• Could be some nuisance impacts during the expansion but expected to be less than for construction of a new facility.

Criteria for Evaluating Alternatives	Alternatives To the Undertaking					
	1 - Do Nothing	**2 – Increased Waste Diversion**	**3 – Energy From Waste**	**4 – Export Waste to Another Jurisdiction**	**5- New Landfill Site in St. Marys**	**6- Expand Existing St. Marys Landfill**
Quality of Service	• Will result in poor quality of service if waste is continued to be generated with no place to manage it, once the current allowable landfill capacity is exceeded.	• Improved service to recycling industries if they are provided with more recyclable materials to process. • May be reduced service to individuals and businesses if they are asked to undertake more responsibility for sorting. • Increased complexity of source separation may discourage correct use, resulting in additional waste for disposal.	• No change in quality of service expected.	• Service may be subject to the conditions of the receiving municipality and facility. • Type of waste accepted at the receiving facility may be different than the current St. Marys landfill.	• Quality of service not expected to change. • Service standard would continue to be set by the Town.	• Quality of service not expected to change. • Service standard would continue to be set by the Town.
Land Requirements	• No new land requirements involved.	• May require more land and resources to further sort waste. • Current Bluewater Recycling Association (or other private MRF) may require expansion to accept additional materials.	• Will require lands to house the thermal treatment facility.	• May require a new transfer facility in St. Marys.	• New site would require approximately 20 ha to meet the Town's landfill needs for the next 40 years. • No such site available in St. Marys. See Appendix D.	• The current site footprint would need to be expanded by approximately 6.7 ha to meet the Town's landfill needs for the next 40 years (assumes area expansion, not vertical).
SECTION RATING	**Not Preferred**	**Partially Preferred**	**Partially Preferred**	**Partially Preferred**	**Not Preferred**	**Partially Preferred**
C Financial Factors						
Relative Capital Costs	• No capital costs involved.	• Relatively low. • May be costs if recycling facilities can't handle the increased quantity of recyclable materials.	• Capital costs high to purchase technology and construct the facility.	• Moderate capital costs to prepare a transfer site. • Trucking costs	• High capital costs to construct new landfill site and supporting structures/facilities with all necessary technology to meet permitting requirements.	• Moderate capital costs to expand the existing site. Many of the same structures (e.g. leachate sewer/treatment, scale house, scale, public drop-off area, etc.) can continue to be used.

Criteria for Evaluating Alternatives	Alternatives To the Undertaking					
	1 - Do Nothing	**2 – Increased Waste Diversion**	**3 – Energy From Waste**	**4 – Export Waste to Another Jurisdiction**	**5- New Landfill Site in St. Marys**	**6- Expand Existing St. Marys Landfill**
Relative Operation and Maintenance Cost	• Operation and maintenance costs will increase from the current status quo once the existing landfill capacity is reached. If the current permitted capacity is exceeded there will be costs associated with the permit violation and work required to manage the excess waste that will continue to flow to the site.	• Slightly increased costs related to further waste sorting and processing.	• To cover costs, it is estimated that a minimum of 100,000 tonnes per year of waste must be processed at the facility. • St. Marys typically generates approximately 5,000 tonnes of waste per year. • The facility would operate at a significant loss if no additional sources of waste were found.	• Costs subject to the selected jurisdiction/facility and transportation process. • Costs may be subject to renegotiation every three to five years, therefore long terms costs are difficult to predict.	• Operational costs similar to current operations. • May be lower maintenance costs at a new facility with most up-to-date design and technology than at the current, older site.	• Operational costs similar to current operations.
SECTION RATING	**Not Preferred**	**Most Preferred**	**Not Preferred**	**Partially Preferred**	**Partially Preferred**	**Partially Preferred**
D Technical Factors						
Known/Proven Technology	• No technology involved.	• Recycling technology is well known and proven. • Some recyclable materials are more valuable/more efficient to recycle than others. • Not all waste can be recycled so does not fully address the Town's waste disposal needs.	• Proven technology is available to generate energy from large quantities of waste; however efficient technology does not exist for smaller quantities of waste in the range of what is produced by the Town.	• No new technology will be involved.	• New site could be designed with the latest technology for liner, leachate collection and odour reduction systems.	• Expanded site would take advantage of existing facilities and technology (e.g. existing leachate collection system). • Standard technology to be used. Some upgrades from the current site may be possible.

Criteria for Evaluating Alternatives	Alternatives To the Undertaking					
	1 - Do Nothing	**2 – Increased Waste Diversion**	**3 – Energy From Waste**	**4 – Export Waste to Another Jurisdiction**	**5- New Landfill Site in St. Marys**	**6- Expand Existing St. Marys Landfill**
External Approvals/Agreements	• The existing landfill ECA's approved capacity will be reached. • The Town will be in violation of the ECA if filling proceeds beyond approved capacity.	• No additional permits required.	• Multiple permits would be required, including building permits, ECA for air emissions, water for cooling etc.	• Contract will be required with the receiving facility/jurisdiction. • Receiving municipality may need to amend their ECA to allow waste from St. Marys. • St. Marys may need to obtain an ECA permit for a transfer facility.	• ECA required for new site as well as zoning amendment, building permits etc.	• ECA is required to allow additional capacity at the current site.
SECTION RATING	**Not Preferred**	**Not Preferred**	**Not Preferred**	**Partially Preferred**	**Partially Preferred**	**Partially Preferred**
Addresses Problem Statement	• Does not address problem statement.	• Does not fully address problem statement: – enhanced diversion alone will not be sufficient to meet the Town's requirements	• Does not address problem statement: – the technology has not been demonstrated at the appropriate size for the Town, – EFW alone does not meet the Town's requirements, and – EFW is cost prohibitive to implement for the Town.	• Addresses problem statement. Further evaluation required.	• Addresses problem statement. • No available lands to accommodate such a site.	• Addresses problem statement. Further evaluation required.
OVERALL RATING	**Not Preferred**	**Partially Preferred**	**Not Preferred**	**Preferred**	**Not Preferred**	**Preferred**

5.0 EA Methodology

The EA will be undertaken in a multi-phase process, as follows:

- Phase 1: Complete the Evaluation of *Alternatives to the Undertaking*;
- Phase 2: Reassess the EA Requirements;
- Phase 3: Redefine the Purpose and Rationale for the Undertaking;
- Phase 4: Define the Parameters of the Study;
- Phase 5: Evaluate *Alternative Methods* for Carrying Out the Undertaking; and,
- Phase 6: Prepare and Submit EA Documentation.

All phases will be clearly documented. Public, Aboriginal and agency consultation will be ongoing throughout all six phases with this consultation also documented.

The process is described in the following sections and summarized in **Figure 5.1**.

5.1 Phase 1: Complete the Evaluation of *Alternatives to the Undertaking*

As discussed in Section 4.0, *Alternatives to the Undertaking* were identified and subjected to a preliminary screening process early in the TOR preparation process. This eliminated from further consideration those "Alternatives To" that do not address the Problem Statement.

The EA process will involve a further, more detailed assessment of the remaining Alternatives To, which include:

- Alternative 4: Export of waste to another jurisdiction; and,
- Alternative 6: Expand the existing landfill.

As also noted in Table **4.2**, efforts to increase waste diversion (Alternative 2) will be considered in conjunction with Alternatives 4 and 6. Such efforts may reduce but are not expected to eliminate the need for waste disposal. Therefore Alternatives 4 and 6 are considered the two remaining *Alternatives to the Undertaking*.

5.1.1 Incorporation of Alternative 2; Efforts to Increase Waste Diversion

The Town of St. Marys have already implemented a number of waste minimization and diversion techniques as discussed in Section 2.1.3. A review of these techniques will be completed to determine if there are ways to improve the resulting diversion. The EA will also look at techniques employed in other Ontario municipalities of similar size to see if additional methods could be applicable to St. Marys. The EA will evaluate these

potential improved techniques and additional methods of waste diversion against the Problem Statement, that is; is it affordable, technically feasible and does it minimize impacts to the environment. This is described in Section 5.1.2

As a second step, the impact of the improved technique or additional method will be judged by how it modifies the suitability of the remaining *Alternatives to the Undertaking*. As an example, adding a new material to the Town's existing Blue Box program may result in a small additional percentage of waste diversion. In terms of waste export, the environmental impacts of diverting that material may be negligible. In terms of landfilling, the same material may easily be blown during landfilling operations, leading to occasional litter control problems. In this example, and assuming no other impacts occur, it may only make sense to divert this new material if landfilling is the preferred *Alternative To*. Conversely, if waste export is preferred, then the Blue Box improvement may not be recommended for implementation.

5.1.2 Methodology for Evaluating the *Alternatives to the Undertaking*

The *Alternatives to the Undertaking* will be subject to a qualitative screening based on the following criteria:

- Natural Environment, including:
  - Atmosphere (air quality, odour, noise etc.);
  - Geology and hydrogeology;
  - Surface water (quality and quantity); and,
  - Biology (terrestrial, aquatic).
- Cultural Environment, including:
  - Archaeological resources;
  - Heritage structures; and,
  - Heritage landscapes.
- Socio-Economic Environment:
  - Transportation routes;
  - Land use;
  - Employment effects;
  - Economic conditions (local business with a direct link to the landfill or its operations); and,
  - Aesthetics/ Enjoyment of life.
- Aboriginal Connections to the Land:
  - Traditional uses;
  - Historical uses;
  - Land claims/ treaty rights/Aboriginal rights; and,
  - Other areas of interest.
- Financial Factors:

  - Capital costs; and
  - Operational and maintenance costs.
- Technical Factors:
  - Technical ability to carry out each alternative.

The assessment will primarily be qualitative, based on information from existing data sources or from information to be gathered through a short survey.

With respect to Alternative 2, Efforts to Increase Waste Diversion, data sources may include, but is not limited to, municipal waste management program information from sources such as:

- Ontario Waste Management Association;
- Recycling Council of Canada;
- Canadian Composting Council;
- Waste Diversion Ontario;
- Canadian Association of Recycling Industries;
- Federation of Canadian Municipalities;
- Association of Municipalities of Ontario;
- Municipal Waste Association;
- Industry magazines and similar publications; and
- Direct contact with municipal and private sector waste management staff.

With respect to Alternative 6, Expansion of the Existing Landfill, data sources will include, but will not be limited to:

- Official Plan documents;
- Background air, surface and groundwater quality reports, studies and previous monitoring results;
- Various operational and technical reports documenting existing landfill operations;
- Complaints history;
- Employment records;
- Statistics Canada data sets; and,
- Other sources as identified during the assessment process.

With respect to Alternative 4, Export Waste to Another Jurisdiction, data will primarily be derived from a survey to be administered to the operators of a number of potential waste disposal facilities, expected to be mainly landfills, which may be able to accept the Town's waste. This data will then be combined with an evaluation of the costs and potential impacts for the transfer and transporting of the waste from the Town to the various disposal facilities. Solid Waste Industry (including transportation) source data

will inform the evaluation. A matrix of the potential disposal facilities and all of the associated variables related to each facility (i.e., time/distance, cost, impacts,) will be created to rank the various alternative facilities. Because some disposal facilities will be closer to St. Marys than others, or some facilities may have some environmental benefit compared to others, an average of the facility rankings will be used to determine the overall impacts of the Alternative for comparison with the Landfill Expansion (Alternative 6).

The survey will request information such as:

- Disposal costs;
- Contractual arrangements, including the ability to coordinate disposal efforts between municipalities located within the same geographical area or upper tier jurisdiction;
- Available capacity;
- Current ECA or other restrictions limiting from where the landfill can accept waste; and,
- Any other criteria deemed appropriate to the evaluation.

Potential receiving landfills to be surveyed include those identified in **Table 5.1**.

Other relevant information will be derived through mapping exercises and professional opinion with respect to operational procedures, such as:

- Distance from St. Marys and potential haul routes;
- Need for a transfer station in St. Marys; and,
- Other factors to be determined as the study progresses.

Table 5.1. Alternative Disposal Locations for Receiving Waste from St. Marys

Landfill	Owner	Location
Green Lane Landfill	City of Toronto	Part Lots 21, 22 and 23, Concession 3, N of HWY 401, Southwold Township
Twin Creeks Landfill	Waste Management Inc.	8039 Zion Line, Watford
Carleton Farms Landfill	Republic Services Inc.	Sumpter Township, Michigan, USA
Mitchell Domestic Landfill	Municipality of West Perth	125 Clarke St., Mitchell
Logan Landfill	Municipality of West Perth	South ¼ of Lot 20, Concession 12, (Geographic Township of Logan) West Perth

Landfill	Owner	Location
Blanshard Landfill	Township of Perth South	1591 Perth Road 139, Perth South
Southwestern Landfill (Proposed landfill, now undergoing EA process)	Walker Environmental Group Inc.	374681 37th Line (Oxford County Rd. 6), Zorra Township
Others which may be identified during the EA process.	TBD	TBD

Once background information is collected and reviewed, the two *Alternatives* will be compared. The comparison will identify potential impacts and cumulative impacts resulting from each of the Alternatives under the above headings. Potential and cumulative impacts will be described according to their magnitude, frequency, duration and reversibility. The Preferred Alternative will then be selected based on public, Aboriginal and agency comments and professional judgement as to which Alternative is likely to result in fewer long term, higher magnitude and irreversible impacts. At the conclusion of the assessment a Preferred *Alternative to the Undertaking* will be identified.

5.2 Phase 2: Re-Assess the EA Requirements

Depending on the Preferred *Alternative to the Undertaking*, the Individual EA process may continue, it may be halted or it may trigger an alternate environmental approval process. Possible outcomes are summarized in **Table 5.2**.

Table 5.2: Possible Outcomes of the Assessment of *Alternatives to the Undertaking*

Preferred Alternative Selected	Implications for EA Process
If Alternative 4, Export to Another Jurisdiction, is selected as the Preferred *Alternative to the Undertaking*….	• The current Individual EA process will be halted. • A new Individual EA process may be initiated with a focus on the receiving landfill, if the transfer of waste from St. Marys would result in an increase of 100,000 m^3 of waste more than the current authorized limit for the receiving landfill; or, • An Environmental Screening process may be initiated under the Waste Management Regulation, 101/07, with a focus on the receiving landfill if the transfer of waste from St. Marys would: – Increase the volume of waste at the

Preferred Alternative Selected	Implications for EA Process
	receiving landfill by between 40,000 and 100,000 m^3 beyond what was currently authorized; or, – The rate of fill was to increase beyond the receiving landfill's authorized amount; or, – Change the geographic receiving area permitted by the receiving landfill's current authorization.
If Alternative 6, Expansion of the Existing Landfill is selected as the Preferred *Alternative to the Undertaking*….	• The Individual EA process will continue as documented in the remainder of this TOR.

If "*Export to Another Jurisdiction*" is selected as the preferred alternative, this Individual EA process will cease to continue. Any of the outcomes described in **Table 5.2** may be initiated as a separate and new process. The information gathered during this current EA process may be used as background and supporting information for the new process.

The remainder of this document, therefore, outlines the steps that will be undertaken if Alternative 4, "Expansion of the Existing Landfill" is selected as the preferred alternative.

A flow chart summarizing the Evaluation of *Alternatives to the Undertaking* and the implications of the outcome of that evaluation is presented in **Figure 5.1**.

5.3 Phase 3: Re-Define the Purpose and Rationale for the Undertaking

Once it is clear that the Individual EA process will continue, the definition of the Undertaking as well as its purpose and rationale will be re-defined.

The Undertaking will be defined as:

> *The expansion of the St. Marys landfill in order to provide the necessary capacity to fulfill the Town's post-diversion solid waste disposal needs for the next 40 years.*

A detailed description and statement of rationale for the Undertaking will be provided in the EA. This will be based on the findings of the work completed through the EA process, in Phases 1 and 2.

5.4 Phase 4: Define the Parameters of the Study

The parameters of the study include:

- The *Alternative Methods* to be assessed;
- The study area;
- The timeframe to be considered;
- The components of the environment to be studied; and,
- The evaluation criteria.

Each is described in detail in the following report sections.

5.4.1 Alternative Methods to be Assessed

Alternative Methods are technically, economically and environmentally feasible ways of doing, or implementing, the same activity. Assuming that the preferred *Alternative to the Undertaking* is to expand the existing landfill, the *Alternative Methods* will include various design options associated with the expansion.

During the initial screening (Section 4.0), increasing waste diversion was identified as an activity which could not fully address the Problem Statement as 100% diversion is not a readily achievable outcome during the studied period both due to the technical challenges in diverting all of the waste generated, as well as the social challenges surrounding participation in diversion programs. The result of this is that some additional disposal capacity is required to handle wastes. However, increasing diversion provides opportunities to decrease the rate at which landfill space is used, or how much waste is subject to shipping and disposal costs, and as such could be included as a consideration in the final design, subject to the Alternative selected. Potential incorporation of means to increase waste diversion will be included in the criteria used in the assessment of *Alternative Methods*, as appropriate.

Therefore, the *Alternative Methods* to be reviewed will include those identified in **Table 5.3**.

Table 5.3 Alternative Methods For Carrying Out the Undertaking

Method		**Description**
1	Vertical Expansion of the Existing Landfill	This Method involves an expansion in the vertical direction within the existing footprint of the landfill.
2	Horizontal Expansion of the Existing Landfill	This involves an expansion outside of the existing landfill footprint. There may be a number of options as to the direction of the horizontal expansion (i.e. expansion could occur to the north, west or east.).

Method		Description
3	A Combination of Vertical and Horizontal Expansion	This Method would involve partial vertical expansion along with some horizontal expansion of the landfill footprint, basically a mixture of Methods 1 and 2.
4	Vertical Expansion with an Enhanced Waste Diversion Program	This is the same as Method 1 but with an enhanced waste diversion program.
5	Horizontal Expansion with an Enhanced Waste Diversion Program	This is the same as Method 2 but with an enhanced waste diversion program.
6	A Combination of Vertical and Horizontal Expansion with an Enhanced Waste Diversion Program	This is the same as Method 3 but with an enhanced waste diversion program.
7	Other Options Which May be Identified During the EA Process	Other Methods may be identified during public, Aboriginal and agency consultation.

5.4.2 Study Areas

In accordance with the TOR Code of Practice (MOE, 2009), the Study Area is "the area within which activities associated with the undertaking will occur and where potential environmental effects will be studied."

Two specific Study Areas have been identified which will be used as the basis for defining and characterizing the natural, social, cultural and built environments which may be potentially affected by the expansion.

The Study Areas are as follows:

- On-site Study Area- includes all lands associated with the existing St. Marys landfill, the 37 ha site located as 1221 Water St. South, St. Marys.
- Study Area Vicinity- all lands within a 1,000 m radius of the on-site Study Area.

As noted in Section 11.0, the TOR can be refined during the EA process. It is expected that the Study Area Vicinity may be updated as the EA progresses. Specifically, Work Plans will be developed to document a discipline-specific methodology for characterizing and evaluating effects to the natural, social, cultural and built environments. Depending on the needs of each specific discipline, the Study Areas may be refined (e.g. impacts to surface water may be described based on local watershed boundaries rather than the 1,000 m Study Area Vicinity). Any such changes to the Study Areas will be documented

in each Work Plan. A more detailed description of Work Plans is provided in Section 5.4.5.

The proposed Study Areas are presented on **Figure 5.2**.

5.4.3 Timeframe of the Study

The EA will consider the potential effects on various environmental components over two time periods:

- Construction and operation of the expanded landfill.
  - Construction is currently anticipated to commence in 2016 or 2017.
  - Operations would then occur over a 40 year period, ending in year 2057.
- Closure and post-closure of the landfill.

5.4.4 Existing Environment

Section 1(1) of the *EA Act* broadly defines the environment as:

> *"(a) air, land or water,*
> *(b) plant and animal life, including human life,*
> *(c) the social, economic and cultural conditions that influence the life of humans or a community,*
> *(d) any building, structure, machine or other device or thing made by humans,*
> *(e) any solid, liquid, gas, odour, heat, sound, vibration or radiation resulting directly or indirectly from human activities, or*
> *(f) any part or combination of the foregoing and the interrelationships between any two or more of them."*

As such, the EA will provide a description of the existing environment within the Study Areas based on this definition.

5.4.5 Methodology for Characterizing the Existing Environment

The environment within the *On-site Study Area* and *Study Are Vicinity* will be characterized using a combination of:

- Background data sources;
- Field studies and on-site investigations;
- Surveys; and,
- Other means identified during the EA process/preparation of Work Plans.

Components of the environment to be characterized include:

- Natural Environment, including:
  - Atmosphere (air quality, odour, noise etc.);
  - Geology and hydrogeology;
  - Surface water (quality and quantity); and,
  - Biology (terrestrial, aquatic).
- Cultural Environment, including:
  - Archaeological resources;
  - Heritage structures;
  - Heritage landscapes; and,
  - Historic land uses.
- Aboriginal Connections to the Land:
  - Traditional uses;
  - Historical uses;
  - Land claims/ treaty rights/Aboriginal rights; and,
  - Other areas of interest.
- Socio-Economic Environment:
  - Transportation routes;
  - Land use;
  - Employment characteristics;
  - Economic conditions (local business with a direct link to the landfill or its operations); and,
  - Aesthetics/ Enjoyment of life.

As noted in Section 5.4.2, Work Plans will be developed during the EA, specific to each component of the environment or discipline that will outline in further detail the methodology to be used to characterize and assess each component. Draft Work Plans will be available for public, Aboriginal and agency comments prior to the initiation of field studies and survey programs.

A preliminary list of data sources is provided in **Table 5.3**. Data sources and the methodologies for collecting data will be further refined in the Work Plans.

5.4.6 Preliminary Description of the Environment

As noted in Section 5.4.5, the environment will be studied in detail during the EA process. At this time, a preliminary description of the environment within the *On-site Study Area* and *Study Area Vicinity* has been compiled based on a review of existing data sources. The environment can be described as follows:

Natural Environment: Air quality in the study area vicinity is typical of southwestern Ontario with transportation, industry and agricultural activities contributing to air emissions (including dust and odour) and noise levels. The existing landfill is a minor source of air and noise emissions from operational activities.

According to Thames-Sydenham Source Water Protection Plan mapping, neither Study Area falls within any Wellhead Protection Area. However, the study areas encompass lands characterized as Significant Groundwater Recharge Areas and Highly Vulnerable Aquifers (UTRCA, 2012). Soils in the region are comprised of Huron clay loam, generally characterized by rolling topography, few stones and good drainage, of the grey brown podzolic group (Hoffman and Richards, 1952).

Surface water is present within the *On-site Study Area* with the Sgarglia Drain, a tributary of the Thames River, flowing in a northwesterly direction through the site. Within the vicinity, the Thames River is located to the northwest and another smaller tributary is located to the southwest. Several ponded areas associated with the St. Marys Cement operations are present to the north. According to the Plover Mills Subwatershed Report Card (UTRCA, 2012), water quality in the area has generally remained consistent since 2005. E. Coli bacteria concentrations are very low relative to other watersheds in the Upper Thames region. However, nitrate levels, typically from sources such as fertilizer and agricultural waste, are above provincial guidelines for aquatic life. Metals, such as lead, copper and zinc are found in low concentrations, below provincial guidelines.

There are few natural biological or ecological features in the area as most of the study areas have been disturbed by past landfill activities, agricultural activities, as well as the operations of St. Marys Cement. The most significant natural feature is a strip of vegetated land along the Thames River. Mapping provided by Conservation Ontario and the Department of Fisheries and Oceans (2013) indicates that portions of the Thames River, upstream and downstream of the study areas, but not within them, support habitat for fish species which are under consideration for listing as endangered or threatened species through the *Endangered Species Act*. A portion of the Thames River several kilometers north of St. Marys also provides critical habitat for endangered or threatened mussel species. According to the Plover Mills Subwatershed Report Card (UTRCA, 2012), the following species at risk are known to be present in the general vicinity:

- Fish: black redhorse, silver shiner;
- Mussels: rainbow, rayed bean, wavy-rayed lampmussel;
- Plants: blue ash, wood poppy; and,
- Reptiles: milksnake, snapping turtle, northern map turtle, spiny softshell turtle.

Cultural Environment: The Town of St. Marys Official Plan (2007 consolidation) recognizes that many of the buildings and streetscapes in the Town are of special architectural and historic significance. A number of buildings and structures within the Town have been designated for heritage protection under the Ontario Heritage Act. In addition, several non-designated structures which warrant further assessment and consideration have also been identified. None fall within the On-site Study Area or its 1000 m vicinity. To date, no known archaeological sites have been confirmed within either study area. The site will be reviewed by a qualified person to determine if the site, accounting for its past land use, has the potential for archaeological findings. If this is the case a Cultural Heritage and Archaeological Assessment of the site will be undertaken.

Aboriginal Connections to the Land: The study areas fall within the traditional territory of several aboriginal communities. Initial consultation with the Department of Indian and Northern Affairs Canada ("INAC", now Aboriginal and Northern Affairs Canada "AANDC"- see Appendix C4 in the Record of Consultation) indicated that there are several active litigation cases in the broad region associated with:

- Walpole Island Frist Nation (Bkejwanong Territory);
- Chippewas of Sarnia (Aamjiwnaang First Nation); and,
- Chippewas of Kettle and Stony Point.

Correspondence with these Fist Nation communities and others indicates that the Thames River was, and continues to be, an important landscape feature. The river played an important role, historically, as a transportation route, fishery and water resource. Several First Nation communities have expressed an interest in the area and in the EA process. Through ongoing consultation with these communities, additional information associated with land claims and historical and current uses of the area will be obtained. Preliminary information has been provided through the TOR consultation process (Section 9.0) and additional information will be gathered during the EA consultations described in Section 6.0.

Socio-Economic Environment: The existing St. Marys landfill is located in the far southwestern corner of the Town and is designated as an Environmental Constraint area, in accordance with the Town's Official Plan (2007 consolidation). Surrounding land uses include Extractive Industrial uses to the north, north east and west that encompass the operations of St. Marys Cement. A small area of Floodplain lands lies on either side of the Thames River. Lands to the immediate south and east fall outside of the Town's limits but are designated as Licensed Pit or Quarry and Agricultural, according to the Perth County Official Plan. A small number of residences are located on the east side of Water Street S., immediately adjacent to the landfill.

Economic drivers in the Study Area primarily include the St. Marys Cement operation and agricultural uses to the south.

5.4.7 Evaluation Criteria

The six (or more – see Table 5.3) *Alternative Methods* will be evaluated using a similar process as used for the assessment of *Alternatives to the Undertaking*, described in Section 5.1.1. Each Alternative Method will be compared based on criteria associated with potential impacts to each of the following environmental components:

- Natural Environment, including:
  - Atmosphere (air quality, odour, noise etc.);
  - Geology and hydrogeology;
  - Surface water (quality and quantity); and,
  - Biology (terrestrial, aquatic).
- Cultural Environment, including:
  - Archaeological resources;
  - Heritage structures;
  - Heritage landscapes; and,
  - Historic land uses.
- Aboriginal Connections to the Land:
  - Traditional uses;
  - Historical uses;
  - Land claims/ treaty rights/Aboriginal rights; and,
  - Other areas of interest.
- Socio-Economic Environment:
  - Transportation routes;
  - Land use;
  - Employment characteristics;
  - Economic conditions (local business with a direct link to the landfill or its operations); and,
  - Aesthetics/ Enjoyment of life.

These criteria and their rationale are further described in **Table 5.4**. Criteria may be further refined as a results of comments received from the public, Aboriginal communities and agencies during the EA process.

5.5 Phase 5: Assess Alternative Methods for Carrying Out the Undertaking

As noted above, *Alternative Methods* will be assessed by identifying potential effects on each of the environmental components, proposing mitigation measures to minimize

effects and then subjecting each alternative and its residual and cumulative impacts to a qualitative comparison based on a variety of criteria and indicators. The process is detailed in the following sections.

5.5.1 Potential Effects

Positive and negative environmental effects that could potentially arise from the undertaking and from *Alternative Methods* will be identified and described for each of the Alternatives. This will include all possible impacts to the natural, social, cultural and man-made components of the environment. Effects will be characterized based on their magnitude, duration, frequency and reversibility.

5.5.2 Mitigation Measures

Any change can result in some type of effect. Although the Preferred Alternative will be selected on the basis that it will result in minimal effects, some impact is still likely to be felt. Measures for mitigating potential negative environmental effects from the undertaking and from *Alternative Methods* will be identified and described. Any residual impacts that cannot be fully mitigated will then be identified.

5.5.3 Evaluation of Alternative Methods

The evaluation of *Alternative Methods* will consider the potential effects of each alternative on the various components of the environment identified in **Table 5.4**, taking into consideration the mitigation efforts that can be made to reduce or eliminate these impacts and the residual impacts which cannot be mitigated. The Preferred Alternative will then be selected based on public, Aboriginal and agency comments as well as professional judgement as to which Alternative is most likely to result in the least number of post-mitigation impacts of high magnitude, long duration, repetitive frequency and which have a limited chance to be reversed. At the conclusion of the assessment a *Preferred Method for Carrying Out the Undertaking* will be identified.

5.6 Phase 6: Prepare and Submit EA Documentation

The EA process will be fully documented and available for public, Aboriginal and agency review at various stages throughout the process. It is anticipated that the EA will be supplemented with Technical Reports, covering disciplines such as air quality, hydrogeology, terrestrial and aquatic environment, cultural and archaeological resources and social and economic conditions, among others. Each Technical Report will be prepared in accordance with the Work Plans, described in Section 5.4.5. Applicable agencies will be contacted throughout the preparation of Technical Reports to ensure they are adequate to fully document and assess conditions.

Work Plans and Technical Reports will be made available for public, Aboriginal and agency review, as described in Section 6.0. Input received through consultation activities will be considered in the preparation of Work Plans and Technical Reports.

A draft EA report will be submitted to the MOE, Government Review Team and other interested stakeholders, if applicable, prior to final submission in order to ensure that it meets all requirements. Any comments received during the draft review will be considered and, where appropriate, included in the final EA submission. Additional details regarding consultation are provided in Section 6.0.

BURNSIDE

Figure 5.1 - Environmental Assessment Evaluation Process

Legend

- Phase 1
- Phase 2
- Phase 3
- Phase 4
- Phase 5
- Phase 6

Phase 1: Evaluation of alternatives to the undertaking

Alternative #4
Waste Export

Alternative #6
Landfill Expansion

Evaluate based on:
Environmental
Socio-economic
Financial
Technical Criteria

Identify
Identify draft preferred alternative

PIC #1
Hold first Public Information Centre

Identify
Identify final preferred alternative

Phase not included in Terms of Reference

Evaluation of alternative landfills for waste export outside of Individual EA process

Potential need to complete EA under Waste Management Regulation 101/07

Phase 2: Reassess EA requirements

If waste export selected:
No further requirement to complete Individual EA

If landfill expansion selected:
Continue with Individual EA

Phase 3:

Redefine
Redefine the purpose and rationale for the undertaking

Phase 4: Define Study Parameters

Define:
- Alternative methods
- Study area
- Study time-frame
- Components of the environment to be studied

Prepare Draft Work Plans
Prepare work plans for each component of the environment & solicit public, Aboriginal and agency comments

PIC #2
Hold second Public Information Centre

Finalize
Finalize work plans

Phase 5: Evaluation of Alternative Methods for carrying out the undertaking

Method #1
Vertical Expansion

Method #2
Horizontal Expansion

Method #3
Combination Vertical & Horizontal

Method #4
Vertical Expansion with increased waste diversion

Method #5
Horizontal Expansion with increased waste diversion

Method #6
Combination Vertical & Horizontal with increased

Method #7
TBD

Evaluate based on:
Environmental
Socio-economic
Financial
Technical Criteria

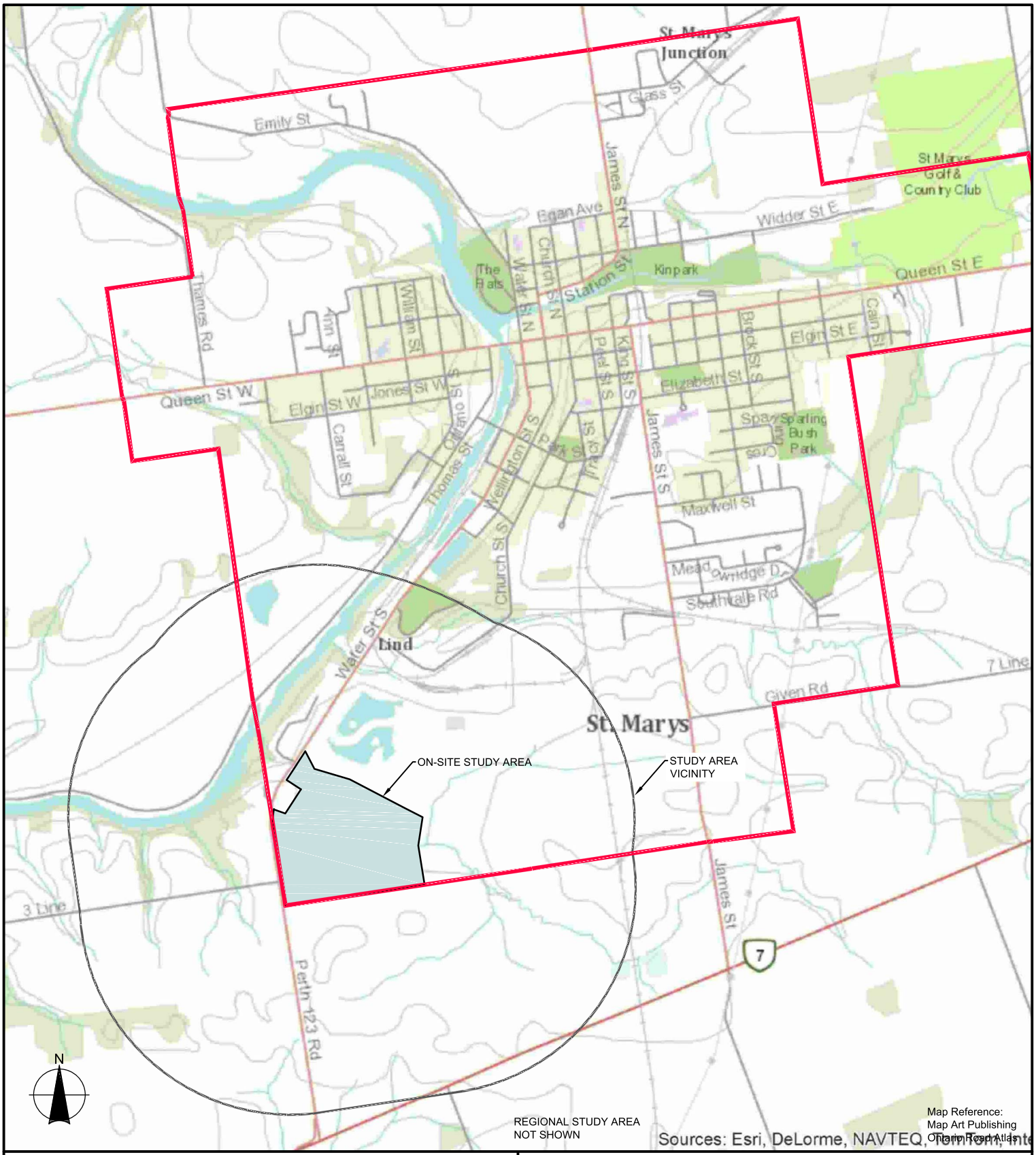
Identify
Identify draft preferred method

PIC #3
Hold third Public Information Centre

Identify
Identify final preferred method

Phase 6:

Documentation
Prepare and submit EA documentation



BURNSIDE

Figure Title

TOWN OF ST. MARYS
TERMS OF REFERENCE
STUDY AREAS

Client

THE CORPORATION OF THE TOWN OF ST. MARYS

Drawn	Checked	Date	Figure No.
AE	JRH	13/06/25	**5.2**
Scale		Project No.	
1:25,000		300032339	

File Name: 32339 St. Marys Study Area.dwg Date Plotted: September 24, 2013 - 11:10 AM

Table 5.4 Evaluation Criteria, Indicators and Data Sources.

Environmental Component	Environmental Sub-component	Rationale	Indicator	Potential Data Sources
Atmosphere	Air Quality	Landfill site expansion and landfilling operations can produce contaminants during their operation with potential off-site impacts (including methane, NMOCs, dust and other particulates).	• Emissions modelling outputs (source emissions?) • Number of people potentially impacted	Manufacturers, Google Maps, MTO, MNR, climate models, emission summaries,
	Odours	Landfilling and transfer operations may generate odours during waste movements. If not controlled adequately these can lead to off-site impacts.	• Amount generated by existing operations • Number of potential impacts • Predicted boundary operations	Town, MOE, emission summaries, models
	Noise	Noise impacts from construction and operations have the potential to be heard off site.	• Amount generated by existing operations • Times noise is anticipated during operations • Number of impacts • Boundary conditions	Town, MOE, Similar operations, acoustic assessment
Geology and Hydrogeology	Groundwater Impacts	Landfills have the potential to generate leachate plumes and groundwater impacts during operations. These contaminants can move off site following existing groundwater flow pathways or creating their own (new) pathways	• Contaminating lifespan • Hydraulic head, local and regional hydrogeology • Nearby groundwater receivers • Number and severity of potential impacts • Potential Drinking Water Source Impacts	- Conducted studies, Town, MOE, Conservation Authority (CA), existing studies including source water protection plans.
	Geology – Aggregate Extraction Considerations	Portions of the site are subject to an existing aggregate extraction licence. Review of existing records or a 'mineral aggregate study' may be required to determine if the portion of the site has any value as an aggregate extraction operation.	• Remaining reserves in the vicinity of the landfill property • Status of the license and any attached conditions	St. Marys Cement records, MNR, existing geological studies
Surface Water	Quality	Operations have the potential to impact surface runoff quality due to surface material changes and storm runoff generation	• Number of watercourses in study area • Size of watercourses in area • Predicted impacts to offsite quality	Town, MOE, CA, MNR, Environment Canada
	Quantity	Site development can alter the storm generated quantities through loss of soil sorption and channeling	• Duration/frequency/severity of potential on and off site impacts	MOE, UTRCA, Town, Conducted Studies, Storm models
Biology	Terrestrial	Site development and waste movements have the ability to cause impacts on the terrestrial environment though habitat changes as well as through negative human/animal interactions.	• Impact and duration of site changes on habitat • Number and populations of species at risk present • Potential for interactions	CA, MNR, Site reconnaissance, Site staff discussions
	Aquatic	Site development may alter the aquatic environment either directly through drainage changes, or indirectly through changes to surface water run-off or stream shading.	• Quantity and variety of SAR present • Changes as a result of site development	CA, MNR, MOE, fish studies

Environmental Component	Environmental Sub-component	Rationale	Indicator	Potential Data Sources
Cultural Heritage Resources	Buildings	Development has the potential to impact historic or culturally significant structures	• Number of significant buildings present in the local area • Potential impacts to buildings	Town registers, local interest groups, site investigations
	Viewscapes	Waste disposal activities can negatively impact scenic, or otherwise significant viewscapes	• Presence of significant viewscapes	Local interest groups, site reconnaissance work
	Archaeological Resources	Development has the potential to impact artifacts or other archaeological resources	• Presence of or likelihood of archaeological resources	Town and provincial registers, Aboriginal groups, Stage I Archaeological Assessment
Transportation	Local	Local traffic rerouting has the potential to disrupt residences and businesses along travel corridors	• Amount/type of traffic generated	Town, MTO
	Regional	Regional changes to traffic flows (excluding 400-series highways) as a result of transport has the potential to disrupt residences and businesses along travel corridors	• Amount/type of traffic generated	Town, MTO Traffic studies, regional plans
Land Use	General	Changes in existing land uses to accommodate disposal or transfer facilities can reduce the availability of lands for other purposes, as well as may affect other local land uses.	• Amount of land required • Current land use • Presence of sensitive lands within study areas	Review of official plan, Zoning information, MOE, MNR, CA
	Agriculture	Changes in land use through site development or off site impacts can result in the loss of productive farmlands.	• Number and type of farms in study area	OMAFRA, Town, Ontario Federation of Agriculture, Ontario Farm Fresh
	Aggregate Resources	Previous development of the site as part of the St. Marys Cement extraction operations indicates the expansion site may be subject to plans as part of the *Aggregate Resources Act*. The areas directly adjacent to the site are also licensed under the Act.	• Conditions and Status of the Aggregate License relevant to this site. • Potential for interference with aggregate extraction operations on-site and within the study area vicinity.	St. Marys Cement, MNR
Socio-economic	Employment	The development of a landfill or other waste disposal option will have an impact on local employment including potential for short term (construction) and longer term (operations) jobs.	• Number, type, duration of changes to local workforce	Town, Business Associations
	Financial	Developing the selected option will have some cost impact to the Town, the duration of the time period targeted (40 years) implies a significant total cost will be incurred over the duration. The distribution of these costs will vary between capital, operating and long term liability with various solutions.	• Short, medium, long term financial costs to the Town, Present Value assessment	Town, Ratepayers groups
	Economic	Development of a solid waste solution may have indirect effects to local businesses depending on the solution chosen, these may include changes to revenues based on local employment changes, changing tax rates, as well as varying waste disposal costs	• Changes to revenues, costs, taxes anticipated to local businesses	Business owners, ratepayer groups, municipal agencies (BBA, Rotary?)

Environmental Component	Environmental Sub-component	Rationale	Indicator	Potential Data Sources
	Social	There is the potential for social impacts as a result of solution development. Either directly through displaced residences or communal space, or indirectly through opportunity costs or community image.	• Number of residences impacted, type/ area of impacted land uses etc.	Property owners, ratepayer groups, public consultation
	Environmental	Due to the potential risks with waste disposal operations both in intensity and in duration. First Nation groups often express concern with preservation of the natural environment.	• Includes activities as discussed in the above sections, with additional emphasis placed on the items brought forward as concerns.	First Nations Communities,
Aboriginal	Cultural	Historical land uses may have included culturally significant sites or features.	• Presence of known sites within the area. Records of previous site disturbances. • Distance to established communities • Expressed concerns	First Nations Communities, Town, Archaeological Assessment, local interest groups
	Land Use	As discussed waste disposal operations may result in land use changes. As these changes may impact traditional uses. These should be discussed.	• Existing land use focusing on first nation's significance, size of area, presence of any sensitive uses.	First Nations Communities, town, town zoning maps, official plans

6.0 EA Consultation Program

6.1 Consultation Goals

The EA will include a consultation program based on the following principles:

1. The EA consultation program will be open by making all reasonable efforts to ensure that potentially affected or interested parties have full information made available to them and are given the opportunity to make their views known.
2. The EA consultation program will be transparent by documenting the consultation process that is carried out for the development of the EA so that the process can be understood and traced.
3. The EA consultation program will be responsive by providing opportunities for interested parties to comment on the EA at key stages and by ensuring that such comments are addressed in the EA.
4. The EA consultation program will be meaningful by identifying how comments and concerns have been considered throughout the EA process.
5. The EA consultation program will be flexible by allowing response to new issues that emerge as the EA proceeds.
6. The EA consultation program will include meetings and/or discussions with Aboriginal communities that have expressed an interest during the TOR review or during the EA.

6.2 Contact List

The following list provides the specific agencies and departments of the federal, provincial and municipal governments that will be consulted during the EA.

Federal Agencies

- Canadian Environmental Protection Agency;
- Environment Canada (“EC”);
- Health Canada;
- Canadian Transportation Agency;
- Transport Canada;
- Department of Fisheries and Oceans Canada (“DFO”);
- Aboriginal Affairs and Northern Development Canada (“AANDC”).

Provincial Agencies

- Ministry of Natural Resources (“MNR”);
- Ministry of the Environment (“MOE”);
- Ministry of Agriculture, Food and Rural Affairs;
- Ministry of Tourism, Culture and Sport (“MCL”);
- Ministry of Municipal Affairs and Housing;
- Ministry of Infrastructure;
- Ministry of Transportation;
- Ministry of Aboriginal Affairs;
- Ontario Power Generation;
- Infrastructure Ontario.

Municipal Contacts

- Town of St. Marys;
- Township of Perth South;
- Perth County.

Conservation Authority

- Upper Thames River Conservation Authority

First Nations

The following First Nations were listed by the Ontario Secretariat for Aboriginal Affairs (OSAA):

- Association of Iroquois and Allied Indians;
- Métis Nation of Ontario;
- Caldwell First Nation;
- Walpole Island First Nation;
- Chippewas of Kettle and Stony Point First Nation;
- Oneida Nation of the Thames First Nation;
- Chippewas of the Thames First Nation;
- Munsee Delaware First Nation;
- Six Nations of the Grand River Territory;
- Haudenosaunee Development Institute;
- Mississaugas of New Credit First Nation;
- Moravian of the Thames Delaware Nation;
- Chippewas of Sarnia 45 First Nation (Aamjiwnaang First Nation); and,

- Windsor Essex Métis Community Council.

Utilities/Services

- Hydro One Networks Inc.;
- Festival Hydro;
- Enbridge Gas Distribution Inc.;
- TransCanada Pipeline;
- Trans-Northern Pipeline Inc.;
- Rogers Communications;
- Bell Canada;
- Blink Communications Inc.;
- Telus;
- Allstream;
- Union Gas;
- Canadian Pacific Railway.

Other agencies, authorities, utilities, etc. may be contacted through the course of the EA.

6.3 Consultation Activities

Activities will include:

- Public Notices;
- Public Information Centres;
- Project information posted to the Town's website;
- Agency consultation; and
- Aboriginal consultation.

6.3.1 Public Notices

Public Notices will be published at the following project milestones:

- Notice of Acceptance of the Terms of Reference and Commencement of the EA;
- Notice of Public Information Centre #1;
- Notice of Public Information Centres #2;
- Notice of Draft EA for Inspection;
- Notice of Public Information Centre #3; and
- Notice Submission of the EA.

Some notices may be combined, subject to timing of project milestones. Each notice will be published in the following newspapers:

St. Marys Journal Argus
115 Queen Street
St. Marys, ON
Phone: (519) 284-2440

St. Marys Independent
36 Water Street
St. Marys, ON
Phone: (519) 284-0041

Copies of all notices will also be mailed to:

- Landowners/members of the public who declare an interest during the TOR process, or subsequently;
- Applicable agencies (see Agency Contact List in Appendix E);
- Potentially affected Aboriginal communities (see Aboriginal Contact List in Appendix E); and
- Landowners within the *Study Area Vicinity*.

6.3.2 Public Information Centres

Three Public Information Centres ("PICs") will be held at the project milestones noted in Table 6.1. Timing of the PICs corresponds to the Phases described in Section 5.0 and in Figure 5.1.

Table 6.1 Proposed Public Information Centres

PIC	Timing	EA Phase*
PIC #1	Upon completion of the draft evaluation of *Alternatives to the Undertaking*	Phase 1
PIC #2	Upon completion of draft Work Plans	Phase 4
PIC #3	Upon completion of the draft EA document (prior to submission)	Phase 5

*Refer to Section 5.0 and Figure 5.1

PICs will be conducted in a drop-in format and will include:

- A series of display boards describing the EA process and work conducted to date;
- Sign-in sheets to document participation;
- Comment forms to allow participants to submit comments;
- Knowledgeable staff on hand to answer questions; and
- Copies of draft documents and supplementary information available for review.

6.3.3 Project Information Posted to the Town's Website

Project information, including notices and draft documents will be posted to the Town's website: **http://www.townofstmarys.com.**

6.3.4 Agency Consultation

Agency consultation will include:

- Initial meeting with MOE;
- Email/mailing of all notices;
- One on-site meeting with interested agencies, once an *Alternative to the Undertaking* has been identified, if applicable (e.g. UTRCA, Perth County, MNR etc.); and
- Agency conference calls, as required to review EA methodologies and work plan etc.

6.3.5 Aboriginal Consultation

Aboriginal consultation will include:

- Mailing of all project notices;
- Follow-up phone calls and/or emails to confirm level of interest;
- Responses to comments and questions posed by Aboriginal communities; and
- Additional consultation (e.g. meetings with Chief and Council, community meetings, etc.), as required based on interest.

6.3.6 Interested Persons

Consultation with Interested Persons will include:

- Mailing of all project notices to residents within the *Study Area Vicinity* as well as anyone who expressed an interest in the project during the TOR stage;
- Notices placed in newspapers, as described in Section 6.3.1;
- Public Information Centres as described in Section 6.3.2;
- Compilation of a list of Interested Persons based on correspondence received in response to notices and PICs;
- Responses to comments and questions from Interested Persons; and
- Additional consultation as required to address concerns and comments.

6.4 Incorporation of Consultation Findings into the EA

All comments from the public, agencies, Aboriginal communities and other interested persons will be documented and summarized in the EA. All other consultation activities, such as PICs and agency and Aboriginal meetings, will also be documented.

Documentation will include any sign-in sheets, copies of presentation boards, display materials and hand-outs. Information protected under the *Freedom of Information and Privacy Act* will not be included.

The EA Report will include a discussion of how all comments were addressed in the EA and what, if any, changes or commitments were made as a result of comments. A rationale for any comments, questions, issues or concerns that did not result in changes to the draft EA will also be provided.

6.5 Conflict Resolution

The Town is committed (e.g., through implementation of the EA Consultation Program) to ensuring that the proposed waste management undertaking, resulting from this EA process, is in the best interests and reflects the values and priorities of the Town's residents, the general public, government agencies, Aboriginal communities and other interested persons. The Town is committed to working with all interested parties to address and resolve concerns to the greatest extent possible.

7.0 EA Compliance Monitoring

An Environmental Assessment Compliance Monitoring Plan will be developed and included in the EA.

The EA Compliance Monitoring Plan will cover all phases of the implementation of the undertaking (e.g., planning, detailed design, tendering, construction, operation and decommissioning) and will provide for regular review and reporting to MOE, as required, of the following key areas:

- Any conditions applied by the Minister in approving the EA undertaking.
- Action on commitments made by the Town made during preparation of the EA. The EA will include a list of specific commitments made during preparation of the EA, including, but not limited to: impact management measures (such as mitigation measures); additional works and studies to be carried out; monitoring; public consultation and contingency planning.
- Documentation and correspondence.
- Results of environmental effects monitoring and a comparison of those actual effects with the potential effects predicted during preparation of the EA and, where actual effects exceed predicted effects, an assessment, in consultation with MOE, of whether additional mitigation measures may be needed.
- Implementation of additional mitigation measures, as necessary.

8.0 Other Approvals

In addition to approval of the EA under the *Environmental Assessment Act*, additional approvals under a number of provincial statutes may also apply. The nature and number of approvals will depend on the alternative selected during the EA process. Approvals may include:

- *Environmental Protection Act* (e.g., ECA amendment);
- *Ontario Water Resources Act* (e.g., ECA amendment);
- *Conservation Authorities Act* (e.g., conformity with UTRCA regulations and policies);
- *Aggregate Resources Act* (e.g., amendments to any existing Aggregate Licence/Site Plan);
- *Planning Act* (e.g., Official Plan/Zoning By-Law conformity); or,
- Others as applicable depending on the Alternative selected.

During the preparation of the EA, any federal agencies that may have interests applicable to the proposed undertaking will be identified by way of consultations with relevant federal agencies and any necessary approvals under federal statutes will be identified.

While the Town's proposed undertaking is subject to the requirements of the Ontario *Environmental Assessment Act,* other EA processes may also apply.

Although it is not anticipated at this time that the *Canadian Environmental Assessment Act, 2012* (*CEAA, 2012*) will apply, any significant changes to the proposed undertaking may necessitate a re-evaluation of federal EA requirements. If application of the *Canadian Environmental Assessment Act, 2012,* is effected by one or more aspects of the proposed undertaking the Town will work in a coordinated way with the Ontario Government and the Government of Canada, both governments having formally agreed to coordinate their respective EA processes pursuant to the Canada-Ontario Agreement on EA Cooperation (November 2004), and the guidance document: "Federal/Provincial Environmental Assessment Coordination in Ontario - a Guide for Proponents and the Public" (Canadian Environmental Assessment Agency and MOE, June 2007).

A specific list and description of other approvals required for the undertaking will be provided in the EA.

9.0 Terms of Reference Consultation

As noted in Section 1.2 of this report, the consultation program during the TOR process was managed by CRA, in coordination with the Town. A detailed record of the consultation is provided in the Record of Consultation (CRA, November 2012). Prior to Burnside taking on the remainder of the EA work, the MOE questioned if the revised TOR had been approved by the Town. Rather than altering CRA's report, Burnside is providing minutes of Town meetings in Appendices A and B of this report to address this question. The full Consultation Record is presented in Appendix E.

A summary of the consultation program undertaken during the TOR is presented below.

The Town completed a consultation program during the preparation of this TOR. The program consisted of:

- TOR initiation communication with MOE, during which the Town's waste management situation was reviewed and the proposed approach to the TOR and EA was discussed and agreed upon.
- Publication of a notice in the St. Marys *Journal Argus* announcing the commencement of the TOR process and the date, place and time and subject matter for a TOR public information open house.
- Direct distribution of letters, e-mails and/or faxes to review agencies announcing the commencement of the TOR process, advising of the date, place and time and subject matter for the TOR public information open house and inviting attendance at the Open House.
- Distribution by regular mail, e-mail and/or fax of draft TOR to government agencies, including, but not limited to, the following:
  - Ministry of Aboriginal Affairs;
  - Aboriginal Affairs and Northern Development Canada ("AANDC");
  - Upper Thames River Conservation Authority ("UTRCA");
  - Ministry of Natural Resources ("MNR");
  - Ministry of Transportation ("MTO");
  - Transport Canada;
  - Ministry of Tourism, Culture and Sport;
  - County of Perth;
  - Township of Perth South; and,
  - Perth County Health Unit.
- Distribution by regular mail, e-mail and/or fax of the draft TOR to Aboriginal communities, including the following:
  - Caldwell First Nation;
  - Walpole Island First Nation;
  - Kettle and Stoney Point First Nation;

  - Oneida Nation of the Thames;
  - Chippewas of the Thames;
  - Munsee Delaware First Nation;
  - Six Nations of the Grand River Territory;
  - Mississaugas of New Credit First Nation;
  - Moravian of the Thames Delaware Nation;
  - Chippewas of Sarnia 45 First Nation;
  - Métis Nation of Ontario (“MNO”); and
  - Windsor-Essex Métis Community Council.
- Availability of copies of draft TOR on the Town's website and in printed form at the Town's municipal office, the MOE Southwestern Region Office (London), the offices of the Upper Thames River Conservation Authority and the St. Marys Public Library.
- Conduct a TOR public information centre (“PIC”), in St. Marys. The purpose of the PIC was to provide information and invite questions/comments on the draft TOR.
- Revision of the draft TOR in response to any questions/comments received during the PIC and the follow-up circulation.
- Conduct of follow-up communication with MOE, during which the Town's revised draft TOR was reviewed and suggested changes discussed and agreed upon.
- Revision and formal submission to MOE of the TOR, taking into consideration all comments received.

Copies of documentation, including a list of comments/concerns made during preparation of this TOR (and the Town's responses to those comments/concerns) pertaining to the public, agency and Aboriginal community consultation conducted during preparation of this TOR may be found in the document "Record of Consultation".

In accordance with Section 4.3.1 of the "Code of Practice - Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario" (MOE, October 2009) the TOR Record of Consultation includes information about the consultation process, including copies of all letters, e-mails, faxes and other correspondence by the Town and its consultants sent to and received from members of the public, government agencies, other interested parties and Aboriginal communities; records of public information events, including information about the event locales and layout/programs, copies of materials provided at the events, sign-in sheets, comment sheets, news media communications, notices published, etc. The Record of Consultation also describes how those comments, questions, issues and concern were responded to by the Town and its consultants, and how the draft TOR was affected (i.e., amended or not) by those comments, questions, issues and concerns. A rationale for any comments questions issues or concerns that did not result in changes to the draft TOR is also provided.

10.0 Flexibility of These Terms of Reference

If approved by the Minister of the Environment, this TOR will provide the framework for preparing the EA Report and will serve as a benchmark for reviewing the EA Report.

It is understood that, given the nature of TOR, it is not intended to present every detail of all the activities that will occur when preparing the EA. It is therefore possible that as a result of changing circumstances between the time of writing the terms of reference and preparation of the EA it may become evident that certain modifications to this TOR may be necessary. It is important to note that the commitments described in this TOR are a minimum that must be met although more effort may be required. It is envisioned that such changes may include:

- Requirements for additional or expanded evaluations, studies or work, (e.g., in the areas referred to in Section 5.0), to ensure that the nature and magnitude of potential positive and negative environmental effects are fully and accurately identified.
- Changes in methodology of the studies referred to in Section 5.0. This may be in response to studies that showed environmental effects to be greater or less than previously estimated.
- Modifications to the consultation program.
- Any other modifications required or available through changes to Acts or Regulations.

This list is not intended to be exhaustive. Rather, it sets out by example, the types of changes that will be considered routine and therefore can be accommodated within the framework of the approved TOR.

In the event of uncertainty as to whether a proposed change should be considered routine or of note, the MOE will be consulted through the MOE EA project officer.

11.0 Summary

This TOR provides the framework for a process to be followed by the Town of St. Marys for preparation of an individual environmental assessment to address the Town's future municipal solid waste disposal needs. The final description of the undertaking will be included in the EA Report.

The Proponent of the EA is the Town of St. Marys, which currently owns and operates the existing landfill site.

This TOR outlines the basis for conduct of a program of consultation with the Ministry of the Environment and other provincial and federal government agencies, the public, Aboriginal communities and other interested persons.

The TOR "Record of Consultation" provided in Appendix E accompanies and supports this TOR.

Respectfully submitted,

R.J. Burnside & Associates Ltd.

12.0 References

Conservation Ontario and Department of Fisheries and Oceans. 2013. Aquatic Species at Risk Distribution Maps. Retrieved September 23, 2013 from http://www.conservation-ontario.on.ca/projects/DFO.html

Hoffman, D.W. and N.R. Richards. 1952. Soil Survey of Perth County. Report No. 15 of the Ontario Soil Survey. Retrieved September 23, 2013 fromhttp://sis.agr.gc.ca/cansis/publications/surveys/on/index.html

Upper Thames River Conservation Authority. 2012. Plover Mills Watershed Report Card. Retrieved September 23, 2013 from http://www.thamesriver.on.ca/Watershed_Report_Cards/Watershed_Report_Cards-2012.htm

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Appendix A

Minutes – Committee of the Whole,

September 18, 2012

MINUTES:
OF THE COMMITTEE OF THE WHOLE DAY 2

September 18, 2012
5:30 P.M.
Council Chambers, Town Hall

Mayor Grose
Councillor Van Galen
Councillor Pope
Councillor McCotter
Councillor Winter
Councillor Hainer
Councillor Osborne

K. McLlwain, CAO/Clerk
N. Atlin, Deputy Clerk
J. Kelly, Interim Manager of Public Works
J. Brown, Treasurer

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1. CALL TO ORDER

by Mayor Grose at 5:31 p.m.

2. DECLARATIONS OF PECUNIARY INTEREST

Bill Osborne has declared conflict of interest on item 8.1 - Monthly Report regarding any discussion of Thamescrest Farms.

3. APPROVAL OF AGENDA

3.1. Amendments to Agenda

Councillor Van Galen asked to add items regarding the Master Servicing Plan as 6.2 and Heritage Conservation District as 9.1.

4. DELEGATIONS

4.1. Church and Station Street - Sharon and Don Cameron

Don Cameron introduced his concerns with the intersection of Church and Station Street. A four way stop at the intersection will not solve the problem in his and other residents opinion. The problem is east and west traffic and not the north/south traffic. He then discussed the Burnside report regarding the installation of a four-way stop at the intersection. He would like the issue of getting up the hill in the winter time addressed. Additionally, there is a concern with the location of the stop sign.

Peter Rice introduced himself and his concerns with the traffic survey conducted. He believes that the Burnside Report is incorrect. Education for the East/West drivers is the most important issue. Additionally, a larger stop sign should be put in as well there should be rumble strips and paint put in before the stop as well.

Mayor Grose thanked the speakers.

P. Rice asked if more than one solution can be implemented.

Mayor Grose replied that many different options can be implemented.

Councillor Osborne discussed his experiences with the hill.

4.2. Landfill Expansion - Conestoga-Rovers & Associates - James Yardley

Ron Schwark introduced himself. He then outlined the landfill site environmental assessment (EA).

J. Yardley presented the landfill expansion process and EA terms of reference.

Councillor Winter asked about the references to communication and how information should be sent to both papers. He then asked about the criteria in selecting the aboriginal bands which would be notified.

J. Yardley replied that the groups selected were done so through the suggestion of the Ministry.

Councillor Van Galen asked what issues could derail the final opening day process.

J. Yardley replied that there are many options for things that will lengthen the time. Approvals may take longer than anticipated for instance. However, some construction options can help cut down on the time that these delays cost.

Councillor Van Galen asked if there are extra fees should the EA be delayed.

J. Yardley replied that extra fees won't be assessed unless the Ministry requires extra work from the EA. However, the geology and hydrogeology can sometimes create unanticipated issues.

Councillor Van Galen asked what the budget on this study is.

Mayor Grose asked to see the full estimate.

K. McLlwain clarified the estimates to be for construction to be $1.2 to $1.7 million dollars over and above that.

Councillor Pope discussed the possible entrance change for the landfill.

K. McLlwain asked about the consolidation of landfills and whether it may be beneficial to work with other municipalities.

J. Yardley replied that this effort only focuses on the Town of St. Marys. Changing the service area of a landfill will require an approval process unless it is a private landfill.

Moved By: Councillor Hainer
Seconded By: Councillor Osborne

That Council approves the Proposed Terms of Reference for the St. Marys Landfill Site Expansion Environmental Assessment, the Record of Public Consultation and additional supporting documentation and directs staff to submit these documents to the Ministry of the Environment for approval.

CARRIED

6. TECHNOLOGY

6.2. Master Servicing Plan

K. McLlwain asked R. Schwark to stay a few minutes to answer any possible questions.

Councillor Van Galen discussed the infiltration issues with the water treatment plant.

K. McLlwain replied that a few system penetration sites have been identified. However, there are other issues with capacity at the plant.

R. Schwark discussed BOD problems. He then explained the significance of the inflow to this plant. Flow meters should be implemented to find the inflow at strategic sub-watersheds. These monitoring devices will be able to help zero-in on these major inflows.

Councillor McCotter asked how the monitoring devices work.

R. Schwark explained the process of the devices.

Councillor Van Galen asked staff how an inspection system could be implemented with respect to sump pumps.

K. McLlwain explained that staff are working on a method to identify infiltration and inflows.

5. FINANCE

5.1. Finance Monthly Report

No questions.

5.2. Fire Monthly Report

None.

5.3. Additional Items

J. Brown discussed the audited financial statments which have become available. These will be sent to Council and the public.

J. Brown then discussed that funding options have been announced by the province and that a resolution will be brought to the next weeks

Council meeting. This will be for an infrastructure management plan.

Mayor Grose asked if the funding will cover the total cost of the plan.

J. Brown replied that it may not, but the plan will be prepared for the 2013 budget.

6. TECHNOLOGY

6.1. Monthly Report

Councillor Winter asked about the scrap yard drainage requirements mentioned in the report.

D. Blake discussed how the drainage from surface runoff is being addressed.

Mayor Grose asked for an information report once the study is done.

Councillor Pope discussed the LED retrofit at the PRC.

K. McLlwain discussed the potential path from Emily Street. Town staff may be able to create the path for cheaper than the contractor. It will be a gravel path.

Mayor Grose asked if the property owners have been notified.

K. McLlwain replied that they will be contacted soon if Council's direction is to proceed.

The Committee directed staff to contact the property owners and proceed with the path.

7. OPERATIONS

7.1. Monthly Report

Councillor Pope discussed the Cemetery sketch.

Councillor Pope discussed the tree grinding price and asked what last year's price is.

Councillor McCotter asked if there is a policy on notifying commercial tenants.

J. Kelly replied that the contractor is being asked to communicate much more effectively.

7.2. Church and Station Street

Mayor Grose discussed the reported accidents for Church and Station Street. This intersection is ranked 7th in the Town. The main intersection for accidents is Queen and Wellington Street. If we put up a larger sign it will not stop the recurrent inattentive drivers. This section does not seem to warrant the high cost of the flashing lights.

Councillor Osborne discussed the severity of accidents rather than numbers. A light may be a good idea however. Larger stop signs are also a good idea.

Councillor McCotter discussed his opposition to the 4 way stop sign..

Councillor Winter discussed the support for a flashing light.

Councillor Hainer discussed her opposition to the 4-way stop.

Councillor Van Galen discussed his support for larger stop signs. Rumble strips will be too disturbing for neighbours however.

K. McLlwain discussed the warning sign and its merits. The main issues arise from the design of the intersection. The speed coming down the hill may need to be reduced.

Mayor Grose discussed the need to end discussion of this item as this intersection does not seem to require a large amount of money.

The Committee directed staff to increase the stop sign size, implement the yield sign, prepare a speed limit reduction and investigate the road painting.

Mayor Grose asked when this could be completed.

K. McLlwain replied that it may take 4-6 weeks.

Mayor Grose asked to see an information report regarding this issue in 4 weeks.

7.3. Fleet Purchase

K. McLlwain discussed the options for a new fleet purchase.

Councillor Van Galen discussed why these vehicles were not included in the budget.

Councillor Osborne asked what the fleet replacement fund is at.

J. Brown replied that that information is not in front of him.

Councillor Winter discussed the fleet purchase schedule.

K. McLlwain discussed the underfunding of the previous garbage truck.

Councillor Osborne asked what budget effects the purchases would have.

K. McLlwain discussed that further discussion of the purchase would need to be made in-camera as it affected labour relations.

The Committee agreed to go in-camera at the end of the meeting.

7.4. Hospital Fundraiser Road Closure

Councillor Hainer asked if the state of the road will continue to be safe where it is proposed.

J. Kelly replied that the excavation is not in the proposed road closure area.

Moved By: Councillor Winter
Seconded By: Councillor McCotter

That Council allow the St. Marys Memorial Hospital Foundation to hold their annual CKNX Radiothon occupying a section of Wellington Street from Queen to Station Street on Saturday, October 20, 2012 from 11:00 a.m. to 12 noon.

CARRIED

8. ADMINISTRATION

8.1. Monthly Report

Councillor Winter asked about the internal labour trend study.

K. McLlwain explained the purpose of the study.

Councillor McCotter asked about the upcoming budget meeting and if information will be prepared in advance.

J. Brown that the information is still being gathered, but at this point draft budget numbers are not fully prepared. The meeting will be a larger overview of the budget.

Councillor Pope asked about the tennis court lights information will come back and about downtown lighting.

K. McLlwain replied that G. Brouwer is working on this report for the tennis court lights.

Councillor Pope discussed the skate park.

K. McLlwain replied that that topic is moving at the moment.

9. OTHER BUSINESS

9.1. Heritage Conservation District Public Meeting

Councillor Pope declared a pecuniary interest on this item as she owns property in the proposed district.

Councillor Van Galen would like to know how Council will make a decision on the HCD.

K. McLlwain suggested that this discussion be held on Committee of the Whole Day 1 when T. McKibbin can be present.

Councillor Osborne discussed that the Heritage Committee hopes to bring this item to the October Council meeting as well.

The Committee directed staff to bring this item to COTW Day 1.

10. In-Camera

Moved By: Councillor Pope
Seconded By: Councillor Hainer

That the Committee of the Whole move in-camera to discuss items of labour relations related to the fleet purchase.

CARRIED

Moved By: Councillor Osborne
Seconded By: Councillor McCotter

That the Committee of the Whole return to open session at 08:03 PM

CARRIED

10.1. Fleet Purchase

Moved By: Councillor Van Galen
Seconded By: Councillor Hainer

That Council give approval for staff to proceed with the municipal fleet purchase for a truck or loader depending on availability and potential discounts due to available stock in the market place.

CARRIED

11. ADJOURNMENT

Moved By: Councillor Osborne
Seconded By: Councillor McCotter

That the Committee of the Whole adjourn at 8:04 PM

CARRIED

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Appendix B

Minutes of Council Meeting,

September 25, 2012

MINUTES:
OF A REGULAR MEETING OF THE COUNCIL
OF THE TOWN OF ST. MARYS

September 25, 2012
6:00 P.M.
Council Chambers, Town Hall

MEMBERS IN ATTENDANCE:
Mayor Grose
Councillor Hainer
Councillor Winter
Councillor Van Galen
Councillor Pope
Councillor McCotter

REGRETS:
Councillor Osborne

STAFF IN ATTENDANCE:
K. McLlwain, CAO/Clerk
N. Atlin, Deputy Clerk

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1. **CALL TO ORDER**

   By Mayor Grose at 6:00 p.m.

2. **OPENING PRAYER**

   Councillor Winter led proceedings in prayer.

3. **DECLARATIONS OF PECUNIARY INTEREST**

   None.

4. **COUNCIL MINUTES**

   4.1.Regular Meeting of Council - August 28, 2012

   4.2.Special Meeting of Council - September 17, 2012

5. **CONSENT AGENDAS**

   5.1.General Items

   Councillor Winter discussed the letter from Perth South. He is looking forward to the presentation from the UTRCA.

   Councillor Hainer asked when the timing would be best to support the motion.

   K. McLlwain replied that the best opportunity to provide input to the UTRCA is at this point.

   Councillor Van Galen asked to remove item 5.1.4 from the consent agenda.

Motion No. 114-2012
Moved By: Councillor Van Galen
Seconded By: Councillor Pope
That the General Consent Agenda items 5.1.1 to 5.1.5 excluding 5.1.4 be adopted by Council.

CARRIED

5.1.1. Regular Meeting of Council - August 28, 2012

That Council approves the minutes of the Regular Meeting of Council of August 28, 2012.

CARRIED

5.1.2. Special Meeting of Council - September 17, 2012

That Council approves the minutes of the Special Meeting of Council of September 17, 2012.

CARRIED

5.1.3. Proclamation Request - Early Childhood Educator Appreciation Day

The Council declare October 24, 2012 “ECE Appreciation Day” in the Town of St. Marys.

CARRIED

5.1.5. Restorative Justice Week Proclamation Request

That Council receive the letter from the Correctional Service of Canada as information.

CARRIED

5.1.4. Letter from Perth South - UTRCA Memo Concern

Councillor Van Galen discussed the memo from the UTRCA. He then discussed the substantial contribution from municipalities to the UTRCA for the new office building that recently occurred.

Councillor Winter discussed the need for the UTRCA to lower their budget outlook.

Councillor Pope discussed the need to request a business plan to outline each new initiative.

Motion No. 114a-2012
Moved By: Councillor Van Galen
Seconded By: Councillor Pope

That Council receive the correspondence from the Township of Perth South and lend our support to Perth Sound in expressing our concern and request UTRCA make further reductions to their budget. .

CARRIED

5.2.Committee of the Whole

Motion No. 115-2012
Moved By: Councillor Winter
Seconded By: Councillor Hainer
That the Committee of the Whole Consent Agenda items 5.2.1 to 5.2.6 be adopted by Council.

CARRIED

5.2.1. Minutes - COTW Day 1 - September 4, 2012

That Council accepts the draft minutes of the Committee of the Whole Day 1 dated September 4, 2012.

CARRIED

5.2.2. Minutes of COTW Day 2 - September 18, 2012

That Council accepts the draft minutes of the Committee of the Whole Day 2 dated September 18, 2012.

CARRIED

5.2.3. Proclamation Request - in*motion* Month

That Council declare the month of October 2012 “in motion” month in the Town of St. Marys.

CARRIED

5.2.4. Proclamation Request - Community Support Month

That Council declare October as Community Support Month in the Town of St. Marys.

CARRIED

5.2.5. Landfill Expansion Environmental Assessment Terms of Reference

That Council approves the Proposed Terms of Reference for the St. Marys Landfill Site Expansion Environmental Assessment, the Record of Public Consultation and additional supporting documentation and directs staff to submit these documents to the Ministry of the Environment for approval.

CARRIED

5.2.6. Hospital Fundraiser Road Closure

That Council allow the St. Marys Memorial Hospital Foundation to hold their annual CKNX Radiothon occupying a section of Wellington Street from Queen to Station Street on Saturday, October 20, 2012 from 11:00

a.m. to 12 noon.

CARRIED

6. BY-LAWS

6.1.Benefits Consortium

Councillor Van Galen discussed this item from the Spruce Lodge meeting and asked whether Spruce Lodge would also be able join the consortium.

K. McLlwain replied that if the experience rating is similar to the consortium then they may consider it.

Moved By: Councillor Van Galen
Seconded By: Councillor Pope
That Council read by-law 58 of 2012 a first and second time. By-law 58 of 2012 being a by-law to authorize the Town of St. Marys to enter into an Agreement with the Huron County Benefits Consortium.

CARRIED

Moved By: Councillor Van Galen
Seconded By: Councillor Pope
That we take by-law number 58 of 2012 as read a third time and finally passed.

CARRIED

6.2.Corporate Document Approvals Policy

Councillor McCotter asked the Clerk how to show that his vote will be a negative for this item.

K. McLlwain replied that a recorded vote is the official method but that some items may be recorded in the minutes.

Councillor Van Galen asked what Councillor McCotter's concerns are.

Councillor McCotter discussed that he does not understand fully why this document is needed.

K. McLlwain discussed the need to firmly define how some documents are brought forward and approved by Council.

Council discussed reporting requirements under the Municipal Act.

Moved By: Councillor Pope
Seconded By: Councillor Van Galen
That Council read by-law 59 of 2012 a first and second time. By-law 59 of 2012 being a by-law to adopt the Corporate Document Approvals Policy for the Town of St. Marys

CARRIED

Moved By: Councillor Pope
Seconded By: Councillor Hainer
That we take by-law number 59 of 2012 as read a third time and finally passed.

CARRIED

7. UNFINISHED BUSINESS

Councillor Van Galen discussed the need to add item 8.3 Council Activity reports.

Motion No. 116-2012
Moved By: Councillor Van Galen
Seconded By: Councillor Winter
That Council add item 8.3 - Council Activity Reports.

CARRIED

8.1. MIII Asset Management Funding Application

Councillor Hainer asked if the plan will remain a priority should the funding not be received.

K. McLlwain replied that this plan would still be a priority as future funding opportunities will require it.

Motion No. 117-2012
Moved By: Councillor Winter
Seconded By: Councillor Hainer
That Council certify that the information contained in the Expression of Interest is factually accurate. Additionally, Council hereby declares that the development of an asset management plan which includes all of the information and analysis described in Building Together: Guide for Municipal Asset Management Plans to be a priority.

CARRIED

8.2. Picnic Table Fee Waiver

Motion No. 118-2012
Moved By: Councillor Winter
Seconded By: Councillor Hainer
That Council waive the single instance of the picnic table fees for the Army Navy Air Force and Nic and Dan's Collision as both events benefitted the community in the Town of St. Marys during the Stonetown Heritage Festival.

CARRIED

8.3. Council Activity Reports

Councillor Van Galen discussed the item of the contraband tobacco which was discussed at the Perth District Health Unit. This letter of support is being further circulated.

Councillor Hainer discussed her attendance at the second Drug Strategy Task Force.

8. NOTICE OF MOTIONS

None.

9. QUESTION PERIOD

Frank Doyle - asked if the By-law Enforcement officer has been reduced to two days a week.

K. McLlwain replied that that is correct.

Frank Doyle asked which by-laws he is enforcing.

N. Atlin discussed the by-laws which are currently being enforced.

Stew Slater asked how many parking tickets had been issued.

N. Atlin replied that he will investigate that question and reply directly.

10. IN-CAMERA

Moved By: Councillor Hainer
Seconded By: Councillor Winter
That Council move in-camera to discuss items subject to solicitor-client privilege

CARRIED

Moved By: Councillor Pope
Seconded By: Councillor Hainer
That Council return to open session at 7:02 PM

CARRIED

Moved By: Councillor Van Galen
Seconded By: Councillor Winter
That Council move in-camera to discuss an item pertaining to an identifiable individual

CARRIED

Moved By: Councillor Winter
Seconded By: Councillor Hainer
That Council return to open session at 7:16 PM

CARRIED

6.3 CBHFM Agreement

Motion No. 119-2012
Moved By: Councillor Van Galen
Seconded By: Councillor McCotter
That Council remove item 6.3 CBHFM Agreement from the Agenda.

CARRIED

11. CONFIRMING BY-LAW

11.1. Confirmatory By-law

Moved By: Councillor Van Galen
Seconded By: Councillor Pope

That Council read by-law 61 of 2012 a first and second time. By-law 61 of 2012 being a by-law to confirm all actions and proceedings of Council.

CARRIED

Moved By: Councillor Van Galen
Seconded By: Councillor Pope

That we take by-law number 61 of 2012 as read a third time and finally passed.

CARRIED

12. ADJOURNMENT

Motion No. 120-2012
Moved By: Councillor McCotter
Seconded By: Councillor Pope

That this meeting of Council adjourn at 7:19 p.m.

CARRIED

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Appendix C
Technical Memo – Energy from Waste Option

R.J. Burnside & Associates Limited 1053 Brock Road Unit 202 Pickering ON L1W 3T7 Canada
telephone (905) 686-3067 **fax** (905) 686-9652 **web** www.rjburnside.com

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Technical Memorandum

Date:	April 9, 2013	**File No.:**	300032339
Project:	St. Marys Future Solid Waste Disposal Needs Environmental Assessment		
From:	Andrew Evans, James Hollingsworth		
Re:	Thermal Waste Treatment Processes; Applicability		

1.0 Introduction

As part of the efforts being undertaken to update the Town of St. Marys solid waste disposal solutions in preparation for their existing site reaching its approved capacity in 2015, several alternative options have been considered. This document is intended to serve as a review of the suitability for the Town to adopt some type of thermal waste treatment, commonly referred to as waste-to-energy or incineration. This memo outlines some of the available thermal waste treatment processes to determine their suitability for a community of this size and reviews available literature surrounding their implementation.

2.0 General Scope

The Town of St Marys is considering alternative sources of energy and waste disposal methods. To properly evaluate these we refer to six guiding principles prepared by the Resource Recovery Committee of the Ontario Waste Management Association[1]. These allow for the evaluation of thermal technologies when considering long term waste management options. They are not intended to be prescriptive, but rather to support system and technology evaluation processes and to provide a baseline from which community and developer specific needs can be incorporated.

In summary these principles are:

1. The waste hierarchy[2] shall be the guiding principle for management of wastes.
2. Resource management options should reflect community needs and be based on the fundamental principles of sustainability.

[1] OWMA's *Guiding Principles, Integrated Solid Waste Resource Recovery and Utilization*, http://www.owma.org/Publications/OWMAReportsandPolicies/tabid/180/ctl/DisplayAttachment/mid/624/AnnotationId/794cb615-d7d9-e211-9cac-00155d607900/Default.aspx (retrieved June 20, 2012).
[2] OWMA's hierarchy can be found at http://www.owma.org/Issues/WasteHierarchy.aspx (retrieved June 20, 2012), though other hierarchies may be considered as well.

3. Resource Recovery and Efficiency should be recognized to incent construction and operation.
4. Use of Facilities should be consistent with best economic, environmental and public health practices and implement Best Available Technology.
5. Emissions requirements should be science based and subject to change only at pre-determined intervals.
6. Facility owners/operators shall be committed to the investigation and implementation of continuous improvement initiatives.

For principles 2, 3 and 4 in particular to be satisfied, the quantity and quality of an available waste stream would have to meet minimum requirements for the technology in question. Particular to this case the size of St. Marys (~6,500 people) is relatively small, and impacts its ability to reliably supply a high quantity of waste. Further, the small town size implies that there is a similarly sized tax base, limiting the Town's ability to implement either a higher cost, or a higher risk solution.

3.0 Applicability of Typical Technologies

Typically, traditional mass burn technologies (incineration) have been limited to higher population centers that possess significant quantities of waste to provide the required economy of scale. Generally, they require a population of about 250,000 households, or roughly 720 t/d of waste[3].

More recent established technologies tend to be applicable to smaller scale communities (5,500 households to 20,000 households) with some technologies estimated to be suitable as low as 2,500 households, as is the case with a batch operated two-staged combustion system being suitable for as low as 10 tonnes per day[4]. St. Marys most recent landfill weigh scale data indicates they received approximately 4,150 tonnes of waste in 2012 or approximately 11.4 tonnes per day. This makes the Town suitable for the small scale systems, namely the two stage combustion batch/ semi-batch operated system.

There is some evidence indicated that fluidized bed technology may also be applicable at this scale. However, there has not been sufficient demonstration of this technology to date to warrant the risk of adopting it as the preferred solution. The limiting factor is the significant operational costs from an energy standpoint to fluidize the waste.

Based on the above the remainder of this document will focus primarily on the two stage batch/ semi-batch type process.

4.0 Summary of Technology

The two stage incineration is a widely used technology which allows combustion of wastes on a smaller scale. An excerpt from the document entitled *'Solid Waste as a*

[3] Federation of Canadian Municipalities, '*Solid Waste as a Resource Guide for Sustainable Communities',* 2004, accessed June 19, 2013.
http://www.fcm.ca/Documents/tools/GMF/Solid_waste_as_a_resource_en.pdf
[4] ibid

Resource, Review of Waste Technologies' providing a relevant summary of this technology has been included as Appendix A.

A note on this technology is the high heat required in the second combustion stage to minimize the formation of combustion by-products. This requires an additional fuel feed.

4.1 Operational Considerations

Depending on the feed method chosen (batch or semi-continuous) the operational considerations will vary. In the case of a semi-continuous feed, staff will be required to monitor the system and periodically load the hopper when the system is running (depending on selected size and generation rates this could be up to 24 hours per day, 365 days per year).

Also noted in the summary was that the pollution control technology adapted varies. It is presumed that for a municipal project the Town will be pushed by its residents to adopt one of the more conservative technologies in terms of performance capability, likely at a higher cost than the minimum requirements.

4.2 Energy Recovery

It should be noted that one of the typical driving forces behind the adaptation of an incineration technology is the potential for energy recovery. Larger scale systems are typically able to be operated to produce both electricity and heat, while smaller systems tend towards steam, or heated water[5]. The scale of this project limits the generation to low pressure steam or hot water. The Town itself would have limited use for this type of energy, in part due to the location of the landfill on the edge of Town. However, the St. Marys cement facility located adjacent to the landfill may be a potential user; this would likely require additional equipment being installed to transport as well as utilize the steam. In addition if a project was undertaken, there would potentially be contractual implications regarding the quantity of heat supplied which could limit the Town's future options.

5.0 Products of Combustion

As with any waste management technology, several by-products are created as a result of the incineration technologies.

5.1 Solid Products
5.1.1 Bottom Ash

Typically bottom ash ranges from about 20-30% of the original mass of the waste with an increased volume reduction (up to 90%)[6,7]. This is important as it means the Town

[5] Eco Solutions Inc, '*Energy From Waste*' http://www.ecosolutions.com/index.php/screen/energy_recovery, accessed June 19, 2013
[6] Department for Environment Food & Rural Affairs, *'Incineration of Municipal Solid Waste'* February 2013. Accessed June 19, 2013.

would require ash disposal. There are claims that this material can be reused for road construction but this is typically done only on site or if there are commercial buyers available within a reasonable hauling distance. Alternatively the ash is disposed of to a landfill, subject to MOE approval and a local landfill being willing to accept the ash. The ash may, in some cases, be used as an alternative cover material, however if this is not approved, they Town may still be required to undertake an EA to build a landfill for the ash or pay surcharge fees to deposit it at other sites.

5.1.2 Fly Ash

Fly or top ash is the particulate matter removed by the air pollution control systems. Typically for larger scale systems it is expected that the mass is about 2-6% of the input mass[8], although this number is smaller for the two-stage incineration due in part to both a reduced production rate as a result of incinerator design, and a typically lower capture efficiency due to the small systems not possessing extensive pollution control systems.

A concern with the top ash is that this ash is often defined as a *hazardous* material and then required to be shipped to an appropriate receiver. There are limited Ontario options for such receivers, resulting in a higher tipping fee. The ash may not be hazardous but requires testing to ensure that is the case, and results in a liability risk if an incorrect test comes back and removal of materials is required. This was an issue which occurred recently in British Columbia surrounding heavy metal levels in the ash.

5.2 Air Emissions

5.2.1 Particulate Air Emissions

Particulate emissions occur as airborne solids that are generated as part of the combustion process, and are not captured as ash. Particulate materials are currently regulated at the 2.5 or 10 micron level. Particulate matter emissions will vary with location based on waste characteristics as well as emission control technology.

The ability of a particle to cause an effect is inversely related to particle size typically 2.5 micron particles are referred to as posing a greater risk of impact, although claims exists that the emissions are not being effectively regulated.[9]

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https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/181825/pb13889-incineration-municipal-waste.pdf.pdf

[7] Eco Solutions Inc, '*Performance*' http://www.ecosolutions.com/index.php/screen/technology_performance, accessed June 19, 2013

[8] Department for Environment Food & Rural Affairs, *'Incineration of Municipal Solid Waste'* February 2013. Accessed June 19, 2013. https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/181825/pb13889-incineration-municipal-waste.pdf.pdf

[9] Town of Oakville. *The Need for a new Act or Regulation to Protect Public Health From $PM_{2.5}$ in Ontario Air.* April 2010. Accessed June 19, 2013. http://www.oakville.ca/assets/general%20-%20environment/EBRApplication-Supplimentary-2010Apr.pdf

5.2.2 Dioxins and Furans

Dioxins and Furans are a commonly discussed issue with incinerators as they are considered to be highly toxic, readily bio-accumulate in animal fats, and are further bio accumulated in newborns during fetal development and nursing. They are produced during non-ideal combustion conditions that result from the formation of temperature gradients and low temperature pockets.

There is some discussion of the applicability of current air quality testing for dioxins. Currently this is done once annually, under ideal operating conditions[10]. This means that the time period when emissions normally peak (during startup and shutdown[11]) are not captured during testing. The use of the semi continuous or batch processes which cycle temperatures by nature are particularly susceptible to this, although the fired heating of the second stage is designed to minimize the impact. Operational loadings will need to be tuned in order to minimize both the potential production rates of by-products as well as the consumption of secondary fuels.

5.2.3 Nanoparticles

Nanoparticles are also a contaminant of emerging concern. As such their potential for environmental damage is not well understood. They are also currently unregulated, and have become a hot button issue for opposition groups. The concern here is that they can readily cross the lung membranes, as well as the blood brain barrier – and are comprised of heavy metals (lead, cadmium, etc.). Currently and past uses for these materials have been as biocides (such as silver for odour reducing clothing) which serves to support the potential for environmental risk.

6.0 Economics

Based on the technology summary economics for these types of systems can vary significantly, presumably based significantly on selected emission controls, throughput considerations, and ash disposal. It was highlighted that the technology applied at the required sizings tends to be favoured in more remote areas where no alternatives exist such as landfilling being unsuitable due to ground conditions. This is somewhat supported by the higher rate of adaptation in Europe, where land prices are typically much higher than in rural Ontario. The potential requirement of the construction of a landfill (although potentially smaller), to be able to handle the produced ash could be significant. Additionally, the capital costs for both the incineration technology and landfill construction would be likely required within a short time period. This would be a significant concern based on the community size of St. Marys.

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[10] Ontario Ministry of the Environment. *'Guideline A-8 – Guideline for the Implementation of Canada-wide Standards for Emissions of Mercury and of Dioxins and Furans and Monitoring and Reporting Requirements …'* August 2004. Accessed June 19, 2013. http://www.ene.gov.on.ca/stdprodconsume/groups/lr/@ene/@resources/documents/resource/std01_079113.pdf

[11] Tejima H, *Characteristics of dioxin emissions at startup and shutdown of MSW incinerators*, **Chemosphere**. 2007 Jan;66(6):1123-30. Epub 2006 Jul 24.

The only similar environmental approval process in Ontario in the past twenty years or so has been the Durham-York Energy Centre. It cost $15 million and took six years to complete the environmental approval process[12]. This excludes the cost to construct and operate the facility.

Other facilities are currently in the planning stage, primarily by private developers whom do not release their costing information. At the OWMA "Resource Recovery 101" seminar on September 28, 2012, several of the developers indicated that air pollution control technology costs for these thermal treatment systems were such that they were only considering facilities that could process a minimum of 100,000 tonnes/year (about 275 tonnes/day). A facility for St. Marys would be about 20 times too small.

7.0 Conclusion

Based on a review of the material presented in this memo there are several factors that indicate thermal treatment technologies are not well suited for the Town of St. Marys.

From a financial perspective, the requirement for the capital purchase for an incinerator, with additional Air Pollution Controls presents a prohibitively large hurdle. Additionally the requirements for a fuel supply to ensure proper combustion, as well as securing capacity for ash disposal (both fly and bottom) indicate that this type of system may not provide optimal performance for a community of this size. Particularly when it is considered that limited opportunities for energy recovery exists when compared to larger applications of the same technology.

From an environmental and health perspective the current indication is that the relevant parameters may not be currently regulated at an appropriate level. While this does not present a technical hurdle to obtaining an approval presently, it is possible that future site alterations may result in required upgrades to technology. It should also be noted that in the case of incineration, the typical community opposition that occurs as a result of questions existing regarding the perceived health risks is a significant hurdle for a municipally funded project.

Based on the above factors it is unlikely that a thermal treatment technology will prove to be an appropriate solution for St. Marys. As such there is sufficient information to eliminate the option from proceeding further through the EA process.

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[12] Durham Region presentation to OWMA "Resource Recovery 101" seminar, Sep. 28, 2012.

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Appendix D
Technical Memo – Criteria for the Identification of a New Landfill Site

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Technical Memorandum

Date:	June 21, 2013	**File No.:**	300032339
Project:	St. Marys Future Solid Waste Disposal Needs Environmental Assessment		
From:	Andrew Evans, James Hollingsworth		
Re:	Candidate Landfill Site Areas		

1.0 Introduction

As part of the evaluation of options to serve the Town of St. Marys solid waste needs, Burnside has evaluated the potential for locating either a new landfill or expanding an existing landfill within the Town. To do this, we have undertaken the following steps:

- Footprint size determination to indicate the minimum area required to accommodate such a landfill site.
- Constraint mapping of the Town to find areas where a landfill site may be accommodated.

We note that this initial constraint mapping and site sizing exercise merely identifies areas that warrant additional consideration.

2.0 Footprint Size Determination

The disposal needs for St. Marys are being assessed with a 40 year planning period. The landfill size was determined from the Environmental Assessment criteria and based on the selected 40 year site life span design criteria, the population growth and existing waste generation rates, result in a total volume being required of 535,000 m^3

A model was used to determine the approximate size of the required landfill based on Ministry guidelines[1]. We also considered the approximate local construction extents for existing landfills with respect to ultimate height and depth of excavation. Two simple footprint geometries, a square and a rectangle with a length to width ratio of 2:1 were used to determine the initial screening area.

The design criteria used within the model are described in Table 1, and the resulting area requirements are shown in Table 2. These area requirements represent the

[1] *Landfill Standards: A Guideline on the Regulatory and Approval Requirements for New or Expanding Landfilling Sites*, dated January 2012.

minimum area required to accommodate the waste footprint, and the recommended buffer area. As such any property with a total available area of less than these values can be deemed to be unsuitable for landfill development as it does not provide sufficient space to accommodate the required lifespan.

Table 1 – Design Parameters

Parameter	Value
Volume Required	535,000 m^3
In-Situ Waste Density†	450 kg/m^3
Waste to Cover Ratio	4:1
Maximum Landfill Height Above Grade	9 m
Maximum Depth of Excavation	4 m
Minimum Buffer	100 m
Maximum Slope (Above Ground)	4:1
Maximum Slope (Above Ground)	20:1
Minimum Slope (Below Ground)	3:1

† In-Situ Waste Density is the mass of waste per volume of airspace. It ignores the mass of cover materials, but includes the volume occupied by cover materials.

Table 2 – Resulting Required Footprints

Geometry	Footprint Area
Square	20.9 ha
Rectangular with 2:1 Ratio	20.1 ha

3.0 Study Area and Exclusion Criteria

The study area for the landfill placement will be limited to the properties located within the Town of St. Marys. All areas within the Town will be considered initially without limitations as a result of municipal planning. In order to determine potential site areas, criteria have been developed which will eliminate areas of the Town based on various factors such as drinking water protection.

These initial criteria are proposed based on typical requirements of several previous landfill siting studies conducted in other Ontario municipalities. We have also considered regulatory criteria from elsewhere in Canada that are typically applied in Ontario. The exclusionary criteria are discussed in the following subsections.

As noted above on Table 1, the landfill property itself will include a minimum of 100 metres of buffer – measured from the ultimate limit of fill to the site's property line.[2] Operational facilities, such as public drop-off areas, Municipal Hazardous and Special Waste (MHSW) depots, site stormwater controls, equipment storage/maintenance buildings, the weigh scale and scale house, and many other facilities are typically located within this landfill buffer area. The exclusionary constraints discussed below add to this buffer. Figure 1 depicts the results of applying the constraints to the St. Marys area.

[2] L*andfill Standards: A Guideline on the Regulatory and Approval Requirements for New or Expanding Landfilling Sites*, dated January 2012.

3.1 Source Water Protection Areas

The Town of St. Marys relies on groundwater as a drinking water supply for its residents. Several different levels of wellhead protection areas have been previously established in order to minimize the risks due to various activities within these zones.

Due to the increased levels of risk to the municipal water supply the landfill site will not be located within a wellhead protection area (WHPA) with any of the following vulnerability ratings[3]:

- WHPA-A: Radius=100m @centre of well
- WHPA-B: Time of Travel (ToT) ≤ 2yr (excluding WHPA-A)
- WHPA-C: Time of Travel (ToT) > 2yr but ≤ 5yr
- WHPA-D: Time of Travel (ToT) > 5yr but ≤ 25yr
- WHPA-E: at the interaction point between GW and SW or at the point that SW connects to GW

WHPA-E areas are noted to lie within an intake protection zone, in this case consisting of areas surrounding significant surface water bodies upstream of the well area, where surface water quality is likely to influence groundwater quality. Due to the potential of an increased risk to community health, the landfill will not be located within the WHPA-E area.

3.2 Surface Water

The Thames River which travels through the community is a significant surface water body to several communities within the area. The river is fed by several tributaries located within the area. In addition, the river serves as a habitat for several species. Surface water bodies tend to have significant flow rates. In order to minimize any risk to the environment from site operation, it is recommended that the landfill be constructed with a setback of at least 100 m of natural water features (i.e. not man made stormwater ponds). This will overlap with much of the floodplain area, which is covered under a separate constraint.

3.3 Floodplain

The St. Marys area has historically experienced significant flooding events. Due to the environmental risks that can result from a landfill experiencing flooding O.Reg. 157/06 specifies the 1:250 year return serves as the flood standard for the Upper Thames Region. As a result the 250 year floodplain will act as a location constraint for any candidate sites.

[3] Ministry Technical Bulletin dated July 2009, http://www.ene.gov.on.ca/stdprodconsume/groups/lr/@ene/@resources/documents/resource/std01_079535.pdf, retrieved June 21, 2013.

3.4 Aggregate Extraction

Aggregate Extraction is a vital part of the local economy with related activities employing a significant number of people in the surrounding the area. As a result, this means that the location of a landfill site which interferes with existing aggregate extraction operations should be avoided. To ensure there is no interference with short-term extraction plans, we have selected a setback of an additional 0 m from active operations. This results in a minimum buffer existing between the landfills active area and extraction activities of 100 m the on-site buffer.

3.5 Residential Developments

It is not the Town's intention to displace, or devalue the properties of any local residences with the construction of the landfill. The small size of the community means that landfill construction near to established residences will likely have a significant impact on the town from an economic and public feedback perspective.

Existing landfills similar in size, daily waste receipts and overall operations to those expected for the future St. Marys landfill, nuisance impacts – noise, dust, liter and odour – are typically controlled within 300 to 400 metres of the waste footprint. Using 300 metres, and subtracting the 100 m buffer proposed for the site results in a need for a setback of an additional 200 metres from existing residential properties. While there is no specific Ontario requirement or guideline in this regard, we note the Manitoba criteria under MB Reg.150/91.

It is not the intention of this setback to limit future development within the 200 metre zone of this constraint. This constraint is to protect existing residents from potential landfill impacts that were unanticipated at the time of their property purchase. Purchasers of future residential developments (homes) would be aware of the landfill site and could judge the potential nuisances against the sale value of the home.

4.0 Conclusion

Based on the presented criteria the largest suitable area to support the development is a roughly triangular shaped area 17.6 hectares in size located adjacent to the northern edge of town, east of the Thames River. The size of the parcel mean that the site is unable to provide the amount of capacity required by the town and is thus unsuitable.

The absence of any sites large enough to support the development of a new footprint in the area of the Town indicates that the development of a new footprint within the Town's borders is an unsuitable alternative for inclusion as part of the EA studies.

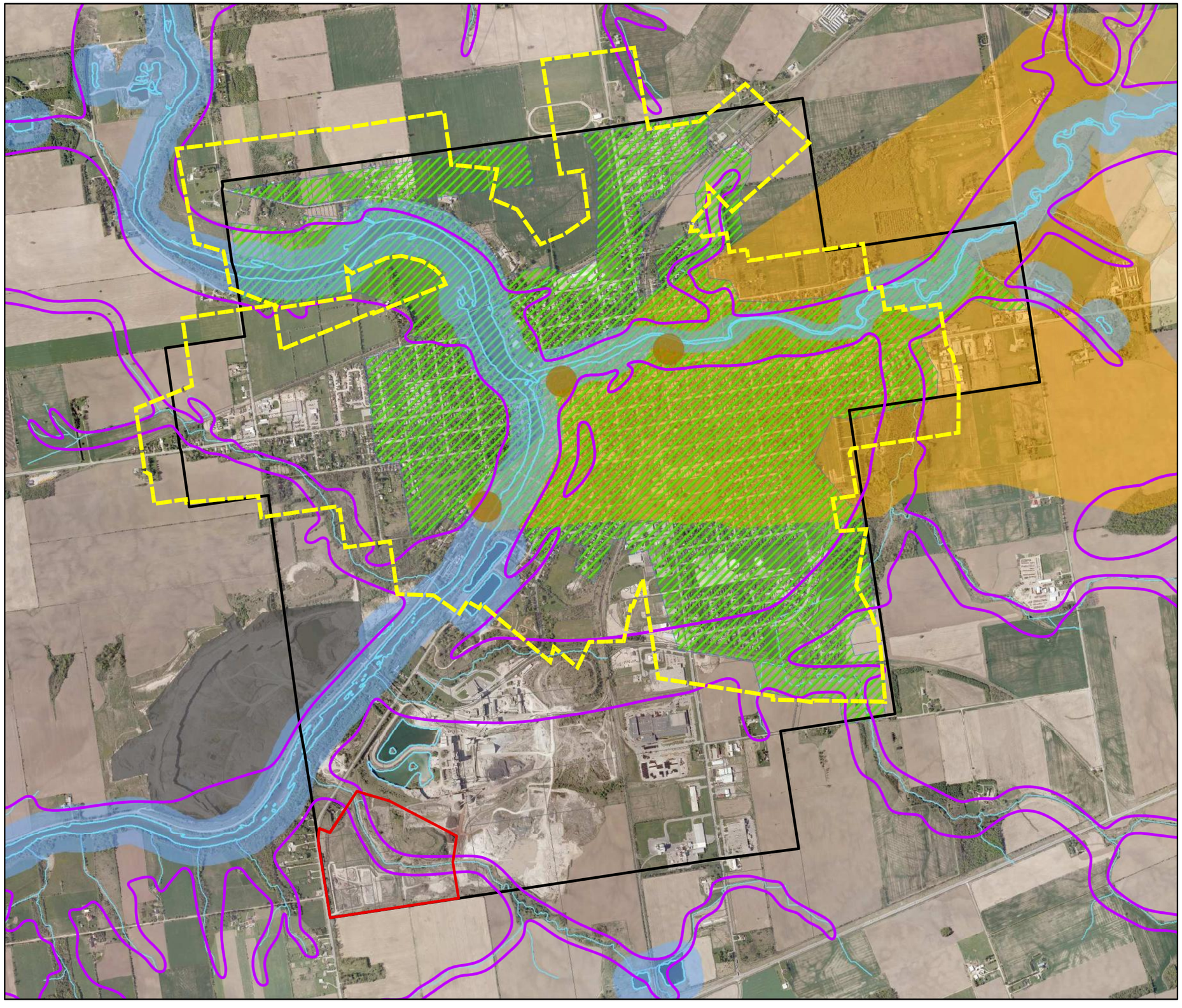

FIGURE 1

TOWN OF ST. MARY'S
ST. MARY, ONTARIO
LANDFILL ASSESSMENT

CONSTRAINTS MAPPING TO DETERMINE CANDIDATE AREAS

Legend

- EXISTING LANDFILL
- LOT LINE
- TOWN LIMIT
- WATERCOURSE
- 200m BUFFER AROUND RESIDENTAIL AREA
- 100m BUFFER AROUND OPEN WATER
- FLOOD PLAIN
- WHPA A
- WHPA B
- WHPA C
- WHPA D
- WHPA E
- OPERATING AGGREGATE EXTRACION OPERATIONS

DRAFT

N

0 300 600 900 1,200 1,500
Metres

1:20,000
June 2013
Project Number: 300032339

Projection: UTM Zone 17
Datum: NAD83

Prepared by: S. Ker

Verified by: J. Hollingsworth

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032339 CONSTRAINTS MAPPING.mxd

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Appendix E

Record of Consultation

Town of St. Marys
Solid Waste Disposal
Individual Environmental Assessment

Terms of Reference

Consultation Summary

Prepared By:

R.J. Burnside & Associates Limited
1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7

Prepared for:

Town of St. Marys

December 2013

File No: 300032339

Table of Contents

Attachments

1.0 Introduction

The Town of St. Marys has initiated an environmental assessment process to review options to address their solid waste disposal needs for the next 40 years.

Preparation of the Terms of Reference (TOR) for the Environmental Assessment (EA) commenced in 2006 and included an initial public information open house on October 30, 2006 followed by another on December 3, 2009. The Town decided to put its EA process temporarily on hold while land ownership issues were resolved. The St. Marys Landfill Site is now owned by the Town. Town Council has therefore decided to move forward with the environmental assessment and so has resumed the TOR preparation process.

Conestoga-Rovers & Associates Ltd. (CRA) was originally retained by the Town to undertake the TOR process between 2006 and the early part of 2013. As such, much of the consultation work associated with the TOR was undertaken and documented by CRA.

In March 2013 the Town retained R.J. Burnside & Associates (Burnside) to finalize any remaining work on the TOR and complete the EA process. Given the length of time since the TOR was initiated and the updates that have been made to environmental assessment legislation and guidance documents since that time, it was deemed prudent to review the consultation contact lists to ensure that all interested stakeholders have been made aware of the project and have been given an opportunity to participate. Through this review, it was found that some additional consultation with Aboriginal communities should be undertaken.

In addition to Aboriginal consultation, Burnside was in close contact with MOE staff throughout their 2013 involvement in the project. Several meetings were held in addition to email and mail correspondence.

This document summarizes all consultation activities that have occurred throughout the life of the TOR, including:

- Consultation undertaken by CRA between 2006-2010;
- Consultation undertaken by CRA between 2010-2013;
- Additional Aboriginal consultation undertaken by Burnside (2013); and,
- Additional agency consultation undertaken by Burnside (2013).

2.0 Consultation Completed by Conestoga-Rovers & Associates Ltd.

Throughout its involvement in the TOR, CRA completed a variety of consultation activities, including:

- Mailing out project notices;
- Holding two Public Information Centres; and,
- Corresponding with the public, agencies and Aboriginal communities.

A summary of all consultation activities undertaken by CRA is provided in the CRA report entitled *Record of Consultation*, dated November 2012. A copy of this report is included as a PDF file on CD in Attachment E1. However, Tables F1 and F2 in CRA's *Record of Consultation* only summarize comments received up to October 2010. Additional comments received by CRA since that time were documented in tabular format only and are presented in Attachment E2 of this report.

3.0 Additional Aboriginal Consultation Undertaken by Burnside

Additional consultation with Aboriginal communities and organizations included:

- Mailing out project re-introduction letters;
- Undertaking follow up by telephone and email; and,
- Hosting a site visit.

Details are summarized in the following sections and in Appendix E3a.

3.1 Aboriginal Consultation List

The Aboriginal contact list was updated in 2013 to ensure all communities with a potential interest in the project were notified and given the opportunity to participate. The full list is as follows:

- Oneida Nation of the Thames;
- Munsee-Delaware First Nation;
- Chippewas of the Thames First Nation;
- Delaware Nation, Moravian of the Thames;
- Walpole Island First Nation (Bkejwanong Territory);
- Aamjiwnaang First Nation (Sarnia First Nation);
- Chippewas of Kettle and Stony Point First Nation;
- Mississaugas of the New Credit First Nation;
- Caldwell First Nation;
- Six Nations of the Grand River;
- Haudenosaunee Development Institute;
- Haudenosaunee Confederacy Chiefs Council;
- Windsor Essex Métis Council;
- Métis Nation of Ontario;
- Association of Iroquois and Allied Indians.

3.2 Contact with Haudenosaunee Development Institute and Haudenosaunee Confederacy Chiefs Council

The Haudenosaunee Development Institute (HDI) and Haudenosaunee Confederacy Chiefs Council (HCCC) were not contacted by CRA during the early TOR stages. As such, letters were sent on July 11, 2013 to inform both organizations of the project. Paper and electronic copies of the updated draft TOR prepared by Burnside were included. The letters were followed up by phone calls and emails. The HCCC was also sent an additional follow up letter on July 29, 2013.

Chief Allen MacNaughton was reached by telephone on Aug 9, 2013. He indicated that HDI would act on behalf of HCCC for such matters and no further follow up with HCCC would be required.

Ms. Hazel Hill of the HDI responded by email and in a written letter sent August 14, 2013. The letter included an indication of the HDI's interest in the project, the *Haudenosaunee Development Protocol*, the *Haudenosaunee Green Plan*, and HDI's *Application for Consideration and Engagement for Development*. This letter also indicates that the HCCC have legislated responsibility to HDI relative to HCCC's interests in this project – in keeping with Chief Allen MacNaughton's comments.

Copies of all correspondence with the HCC and HDI are provided in Attachment E3b and are summarized in Attachment E3a**.**

3.3 Project Re-Introduction Letters

Due to the lengthy history of the project and the time that has elapsed since the original Notice of Commencement, a project re-introduction letter was mailed to each Aboriginal group listed in Section 3.1. Letters were mailed August 15, 2013 and included a Confirmation of Interest Form which asked each contact to confirm their community's interest, indicate whether they would like to remain on the project mailing list and whether they would like to be sent a copy of the updated TOR.

Communities that did not provide an immediate response received follow up phone calls in August and September, 2013.

To date, the following responses have been received:

- Chippewas of the Thames First Nation indicated an interest in the project and a desire to be kept on the mailing list as the site is within their traditional territory; however, did not wish to receive a copy of the updated TOR;
- Aamjiwnaang First Nation responded with phone calls indicating their interest. The Confirmation of Interest Form was returned along with a formal letter noting their specific interests.
- Munsee-Delaware First Nation indicated in a telephone call that they have an interest in the project and would like to remain on the mailing list and receive a copy of the TOR.
- Delaware Nation, Moravian of the Thames indicated in a telephone call that they have an interest in the project and would like to remain on the mailing list and receive a copy of the TOR.
- Walpole Island First Nation indicated their interest through telephone and personal contact. A copy of the revised TOR was requested.

- Mississaugas of the New Credit First Nation indicated in a telephone call that they have an interest in the project and would like to remain on the mailing list and receive a copy of the TOR.
- Chippewas of Kettle and Stony Point First Nation responded by telephone and indicated their interest. They said that they will be sending their protocol to our attention, though this has not yet been received.
- Caldwell First Nation indicated through email that they would like to remain on the mailing list and receive a copy of the TOR.

Copies of all written responses and Burnside's telephone log are provided in Appendix E3c**.** Should any additional replies be received, by mail, fax, email or telephone, Burnside will track such replies and include them in subsequent EA documentation.

3.4 Site Visit

During the work managed by CRA, three First Nation communities expressed an interest in meeting to discuss the TOR. Due to project delays and breaks a meeting with CRA did not occur. The following communities had expressed an interest in a site visit and were invited by email and phone calls to attend a meeting on either August 20 or 22, 2013:

- Walpole Island First Nation;
- Six Nations of the Grand River; and,
- Caldwell First Nation.

The meeting was scheduled on short notice to meet timelines associated with the EA process. As such, the representative from Walpole Island was the only person able to attend. In recognition of the short notice, an additional site visit will be scheduled early in the EA process to accommodate other interested communities.

The site visit with Walpole Island's Mr. Jared Macbeth occurred on August 20, 2013. Items discussed included:

- Site history (former clay quarry for St. Marys Cement);
- Existing landfilling operations;
- Current construction of Cell 8 (per existing landfill approvals); and,
- Scope of the work proposed for the EA as part of Burnside's revised TOR.

During the visit Mr. Macbeth noted that his community would be interested in:

- Knowing the name(s) of the original surveyors of the Town and surrounding area;

- Receiving any historic maps, property surveys or air photos;
- Knowing the history of the existing landfill property, and accounting for the change in land use over time.

Mr. Macbeth said that the St. Marys area may be part of the "Treaty of London" territory. This has not yet been confirmed.

Burnside and the Town committed to providing the requested documentation, if available. However, this information may not be incorporated into the TOR or the subsequent EA work program.

Finally, Mr. Macbeth indicated that WIFN would like:

- To be informed of and perhaps participate in the field work that is undertaken during the EA process; and,
- Remain a part of the EA process.

3.5 TOR Resubmission

- A copy of the amended draft TOR was issued to all First Nations (other than those who had opted out of receiving comments) in November 2013. See Attachment E3d for copies of this correspondence and Attachment E3a for a summary.

3.6 Next Steps

The Town of St. Marys has committed to ongoing consultation with Aboriginal communities throughout the TOR and EA process, specifically:

Terms of Reference Stage:

- Follow up phone calls will be made to all Aboriginal contacts who have not responded to the re-introduction letter to confirm interest.
- A copy of the most recent TOR version will be sent to any Aboriginal community that expresses an interest in receiving it.
- All contacts will receive a copy of the Notice of Submission of the TOR (with the exception of any who indicate they have no further interest in the project).

Environmental Assessment Stage:

- Consultation with Aboriginal communities will be ongoing during the EA process.
- Subject to interest, consultation activities may include:
  - Meetings with consultation staff and/or Chief and Council;

- An additional site visit;
- Regular project updates;
- Participation in field inventory programs;
- Other activities as deemed necessary.

4.0 Additional Agency Consultation Undertaken by Burnside

Burnside staff consulted regularly with the MOE starting in March 2013. Consultation included:

- On March 21, 2013 a transfer of consultant meeting with the Town of St. Marys and Burnside staff. During this meeting, the MOE's Project Officer was contacted by telephone and briefly participated by providing a status on the background of the project from the Ministry's perspective. No meeting minutes were prepared as it was agreed to have a face-to-face meeting the following week.
- On March 28, 2013 a meeting with Town of St. Marys, MOE and Burnside staff was convened to discuss the current status of the TOR work program and efforts to finalize the TOR.
- On April 16, 2013 a conference call was held between the Town, the MOE and Burnside to discuss Burnside's plans to address MOE comments on the TOR. A table was prepared, showing the MOE comments and Burnside's response, to document the conference call. This table is included in Attachment E4.
- Email and telephone correspondence was undertaken between Burnside and the MOE, primarily focused on additional Aboriginal consultation requirements, clarifications of process needs, and requests for Time Outs to facilitate the revision of the TOR. In an email of July 9, 2013, the MOE provided a complete Aboriginal contact list for the project, which Burnside reviewed and incorporated into our consultation efforts (documented here). This email is provided in Attachment E4. The remainder of these records are not included in this report.
- A draft of the revised TOR was provided to the MOE on June 27, 2013, with a slightly modified version of the TOR (noting that it was "amended") being submitted on August 6, 2013. MOE comments on the modified TOR were received on August 26, 2013.
- A notice of the amended draft TOR and a DVD copy of the report was issued to all agency's (other than those who had opted out of receiving comments) during November 2013.
- Email and telephone discussion occurred with MNR after receiving comments on November 21, 2013. The comments primarily surrounded the aggregate extraction licenses and extraction operations surrounding the site. Modifications were made to Table 5.4 as a result.
- Comments were received from the MOE groundwater staff on December 4, 2013, no action required.
- Comments were received from the UTRCA on December 9, 2013, as a result information on the source water protection plan was added to Table 5.4, and a response email was sent December 19, 2013.

- Comments were received from the MOE Air, Pesticides and Environmental Planning Department on December 17, 2013. In response to these comments a note on communicating and seeking opportunities for partnerships with other related/ upper tier municipalities was added.
- Comments received from the MOW London Office on December 17, 2013. No action required.
- Comments received from the MOE Surface Water group on December 17, 2013. No action required.
- An email outlining comments was received from the MTCS on December 17, 2013. As outlined in a response email, Table 5.4 and section 5.4.6 were modified to address these comments.
- Comments received from the MOE Solid Waste group on December 18, 2013. No action required.
-

Copies of all formal correspondence are provided in Attachment E4.

5.0 Landowner Consultation

As the TOR had been revised since the public open house, the Town has undertaken additional consultation efforts for landowners within the local study. Landowners were notified of the availability for review of the revised TOR via the Town's web site or hard copy at Town offices.

- During November 2013, landowners within the site study area were provided with instructions to access the amended draft TOR.
- Comments were received from Passmore Farms on December 9, 2013 relating to a concern that odours may increase if the landfill is expanded. A response was sent via fax December 10, 2013.
- The delivery to Barbara McCurdy was not completed. Additional contact attempts will be made during the EA process.

Copies of all formal correspondence are provided in Attachment E5

6.0 Summary and Conclusions

The Town of St. Marys has committed to ongoing and meaningful participation and consultation with the public, Aboriginal communities and agencies throughout the TOR and EA processes and beyond.

The complete consultation program undertaken during the TOR process and the proposed consultation program for the ongoing EA are documented the main Terms of Reference document.

BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Attachment E1

CRA Record of Consultation

(2006-2010)

Provided on CD

BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Attachment E2
CRA Consultation Summary
(2010-2013)

SUMMARY OF REVIEW COMMENTS
PROPOSED TERMS OF REFERENCE FOR ST. MARYS LANDFILL CAPACITY INCREASE ENVIRONMENTAL ASSESSMENT
TOWN OF ST. MARYS

Source	*Comment*		*ToR Reference*	*Proponent Response*	
PROVINCIAL AGENCIES					
Header Merza, Noise Section, EAB, Ministry of the Environment - Nov. 27/12	1.	The following noise study items should be considered when preparing the Environmental Assessment for the St. Marys Landfill Site Capacity Expansion: (1) Noise limits shall comply with the MOE noise limits in: a) Noise Guidelines for Landfill Sites, October 1998 b) Publication NPC-115 - Construction Equipment c) Publication NPC-118 - Motorized Conveyances d) Publication NPC-205 - Sound Level Limits for Stationary Sources in Class 1 & 2 Areas (Urban), October 1995 as amended e) Publication NPC 232 - Sound Level Limits for Stationary Sources in Class 3 Areas (Rural), October 1995 as amended. (2) Noise Reports shall be prepared in accordance with: a) Publication NPC-233 - Information to be Submitted for Approval of Stationary Sources of Sound, October 1995 as amended, b) Supporting Information for the Preparation of an Acoustic Assessment Report, Prepared by the Air and Noise Unit, EAAB, November 2003	Section 9.1.1.4 and 9.2.1.4	1.	Noise will be assessed as part of the Air Quality/ Noise assessment in accordance with the publications and guidelines noted. It is not appropriate to list specific specific guidelines for each section. The following paragraph will be added to Section 9.0 - "The Site Study Area and Local Study Area studies and evaluations will be conducted in accordance with applicable regulations and guidelines for the relevant evironmental component."
Mark Harris, Hydrogeologist - Southwestern Region, Ministry of the Environment - Dec. 3,2012	2.	The ToR document provides little information on either the local hydrogeologic setting or the potential environmental effects to ground water resources . My brief read through the Ministry's "Code of Practice. Preparing and Reviewing ToR for EA in Ontario" (October 2009) suggests that only a general level of description is necessary. I assume that a much more significant overview of site hydrogeology and potential impacts of the proposal will be provided in the EA document .	Section 9.1.1.1 and 9.2.1.1	2.	Comment noted. As presented in the ToR, a more detailed and extensive geologic and hydrogeologic investigations, assessment and reporting will be conducted as part of the EA. No change to the ToR is required to address this comment.
As per above	3.	Similar to the above comment, there is no description of any impacts resulting from the existing landfill operations at the site . This would have been useful. For example, if the existing landfill site is known to be causing unacceptable impacts, it could help to guide the scope of study necessary to complete studies for the EA. Are there any unresolved issues pertaining to ground water impacted by the current landfill site? If there is any site-specific knowledge of the functioning of the existing site, can it be used to inform the hydrogeological investigation at the proposal expansion site ?	NA	3.	The Site is currently in compliance with regard to groundwater conditions. The existing geologic and hydrogeologic information will be part of the overall assessment conducted as part of the EA. No change to the ToR is requried to address this comment.
As per above	4.	The site's geology can be generalized by envisioning a silt/clay till aquitard over a carbonate bedrock aquifer. In this setting, it is often expected that the significant or even dominant ground water flow path will be downwards towards the bedrock aquifer. Thus, in addition to an assessment of off-site impacts through the clay/silt till overburden, particular attention should be paid to the potential for longer-term contamination of the underlying bedrock aquifer. Are numerical or analytical simulations to be performed? If so, will sufficient data be made available to have confidence in their results? If not, how can we be confident that the proposed expansion will not result in unacceptable impacts to bedrock ground water resources?	Section 9.1.1.1 and 9.2.1.1	4.	Comment noted. As presented in the ToR, a more detailed and extensive geologic and hydrogeologic investigations, assessment and reporting will be conducted as part of the EA. As indicated in Response 1, the assessments will be completed in accordance with applicable regulations and guidelines. No change to the ToR is required to address this comment.
As per above	5.	A significant outcome of the EA Study should be to show that the Site can meet the Reasonable Use Guideline (RUG). This is the standard by which groundwater protection will be measured. How does the proponent plan to achieve this. Is groundwater modeling to be employed? If not, how can we be confident that the proposed expansion will not result in unacceptable impacts to ground water resources?	Section 9.1.1.1 and 9.2.1.1	5.	See Response # 4.
As per above	6.	The ToR does not identify the type of ground water protection strategy to be employed at the site . eg. natural attenuation, site-specific design, or generic design options. This is probably not entirely necessary at the ToR stage, but it may impact the scope of studies undertaken to support the EA. An overview of planned additions to the monitoring strategy would have been helpful . This would not need to identify specific well locations but at least provide , in general terms, the planned scope of additional investigations. This would help the Ministry to identify any concerns ahead of time , and help the proponent to optimize the installation of new instrumentation.	Section 9.1.2.1	6.	The types of landfill design will be conisdered as Alternative Methods and assessed during the EA. No change to the ToR is required to address this comment.
As per above	7.	An overview of the planned additions to the monitoring strategy would have been helpful. This would not need to identify specific will locations but at least provide, in general terms, the planned scope of additional investigations. This would help the Ministry to identify any concerns ahead of time, and help the proponent to optimize the installation of new instrumentation	Section 9.1.1.1 and 9.2.1.1	7.	See Response # 4.
As per above	8.	The EA should ensure that leachate management is addressed. This is not only form the standpoint of minimizing impacts to groundwater, but also to whether or not the existing infrastructure can handle the additional wastewater.		8.	See Response # 6.
Jack Colonnello, Surface Water Ministry of the Environment - Dec 3,2012	9.	On page 15 of this document it states, that this surface water feature " will be modified in consultation with the Upper Thames River Conservation Authority. " It is understood that this modification will involve a relocation of this drain outside the landfill boundary, or at least the landfill footprint. If the latter is correct, this will alleviate many of the surface water concerns that this expansion could potentially have.	Section 9.1.1.2	9.	Comment noted. No change to the ToR is required to address this comment.
As per above	10.	Is the drain to be relocated?	Section 9.1.1.2	10.	The ditch/swale is proposed to be relocated as noted in Section 9.1.1.2 No change to ToR is required to address this comment.
As per above	11.	If the drain is to be relocated, what will its position be in relation to the landfill footprint and the landfill boundary?	Section 9.1.1.2	11.	Proposed alterations to the ditch/swale location will all be on Site. Site landfill footprint design configurations (i.e. Alternative Methods), as they relate to the proposed redesign of the ditch/swale, will be described and assessed in the EA. No change to the ToR is required to address this comment.

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Source	*Comment*		*ToR Reference*	*Proponent Response*	
Stefanos Habtom, Surface Water, EAB, Ministry of the Environment - Dec. 6/12	12.	The outline provided in the above noted proposed terms of reference is acceptable with respect to the mandate of the Environmental Approval Services Section, EAB, under Section 53 of the Ontario Water Resources Act (OWRA), and we will provide review comments on the Environmental Assessment Report when submitted.	Section 9.1.1.2	12.	Comment noted. No change to the ToR is required to address this comment.
Jennifer Arthur, Planner, Source Protection Programs Branch, Ministry of the Environment - Dec 12, 2012	13.	The location of the proposed landfill expansion does fall within a Significant Groundwater Recharge Area which does indicate a potential for there to be impacts on the groundwater recharge in the area. As such this vulnerable area should be carefully considered during the development of the landfill expansion and appropriate actions taken where necessary to minimize the potential effects on groundwater. Should the results of the pending hydrogeological studies indicate a higher potential for unmitigatable impact please don't hesitate to circulate the final studies to SPPB for further assessment. However, should the results of the studies indicate there is no potential to impact sources of drinking water there is no need to further circulate SPPB	Section 9.1.1.1	13.	Comment noted. The hydrogeologic system will be assessed as part of the EA and the groundwater recharge/ source water protection issue will be addressed as part of the hydrogeologic assessment. See Response to Comment 4. Section 9.1.1.1 has been amended to include the following statement "The Source Water Protection program studies will be considered during the EA as part of the hydrogeologic evaluation and assessment."
Gerald Diamond, Air Quality, Southwestern Region, Ministry of the Environment - Dec 14, 2012	14.	On page 1, the authors suggest that the expansion will provide sufficient additional capacity for 40 years. However based upon a 1% annual growth in the waste stream, the correct number is probably closer to 35 years. The authors note, on page 4, that the local population is growing at approximately 2.1% per year. Thus to keep the landfill input at the same level, the fraction of waste diversion will have to increase each year.	Section 1 and 3	14.	The estimate of the landfill capacity was calculate based on a 1 %/year increase on the current landfill fill rate (volume consumed) over a 40 year period. The undertaking is proposed to provide waste disposal capacity for approximately 40 years. The EA will review the population growth, waste generation and recycling information and provide a summary of the projections for the planning period. The Town of St. Marys will continue to assess methods of reducing the amount of waste landfilled. Additional information has been provided in Section 3.0 to address this comment.
As per above	15.	On page 5, the proponent notes that the area includes facilities for municipal hazardous and special waste. An evaluation of emissions from this should be included, especially in light of the previous comment.	Section 4	15.	The MHSW Depot is an approved facility and accepts sealed containers. No bulking of material occurs. The facility will be relocated as part of the landfill development. Any air quality concerns will be addressed as part of the overall air quality assessment. No change to the ToR is required to address this comment.
As per above	16.	On page 9, the proponent says that "…the existing environment with the Site Study Area and Local Study Area will be studied and described …". This should include characterization of the air quality and measurements of the emissions or ambient air contaminant levels. In particular, the ministry has published a target list for VOC monitoring at landfills. It is composed of the following: ♦ Carbon Tetrachloride ♦ Chloroform ♦ 1,2-Dichloroethene ♦ Ethylene Dibromide ♦ Ethylene Dichloride ♦ Methylene Chloride ♦ Perchloroethene ♦ Trichloroethene ♦ 1,1,1-Trichloroethane ♦ Vinylidene Chloride ♦ Vinyl Chloride ♦ Total NMOCs If the local soil is known to contain significant quantities of metals, silicates, or other substances that may have associated air standards or are believed to cause adverse health effects, these should be assessed as well.	Section 9.1.1.4	16.	See Response # 1.
As per above	17.	On page 12, the proponent lists several areas that will not be consider including transportation "except as they may pertain to the proposed relocation of the Site entrance…" Since the landfill has been in place for some time, and the acceptance rate is modeled to change only slowly, this may not be an issue. However, persons who see increases in truck traffic often worry about the effect of the emissions on their health. Thus it may be fruitful to include some estimate of the effects of the truck traffic and include projections that reflect the impact of possible increases.	Section 8	17.	The proposed relocated of the Site entrance to the industrial side of the Site and away from the residential locations that are in the adjacent township will be described and assessed aspart of the Alternative Methods (i.e. alternative site design) in the EA. The landfill entrance is on the one of the two main roads into the community from a provincial highway. The majority of the landill related traffic is from the north and the revised Site entrance will decrease traffic in front of the residential locations. No change to the ToR is required to address this comment.

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Source	*Comment*		*ToR Reference*	*Proponent Response*	
As per above	18.	On page 13, the proponent suggests that the investigation will be confined to area within one kilometre of the Study Site boundaries. Why? How did they arrive at this value? For instance, in the right circumstances could not odour from the landfill travel further than a kilometre?	Section 8	18.	A 1 km Local Study Area radius is considered appropriate for this Site. If a study indicates a potential environmental effect may occur outside the Local Study Area, the boundary will be expanded for that environmental component. Section has been amended to address this comment.
As per above	19.	On page 16, they suggest that noise from the site may, if anything, decrease as waste diversion improves. However, the site also houses other waste-related activities such as a hazardous and special waste facility. Given the increasing pervasiveness of modern electronics, this facility may come into greater use in the future. Thus a more thorough examination is warranted.	Section 9.1.1.4	19.	The comment is noted. The assessment of Alternative Methods will address comments related to landfill operations. In general, the size of the Site must be considered. The Site currently accepts about 5,000 to 6,000 tonnes of waste per year and is considered by MOE (LIO) to be a small landfill. No change to the ToR is required to address this comment.
Dale Gable, Approval Services Section, Environmental Approvals Branch, Ministry of the Environment - Dec. 18/12	20.	The Site is currently not mandated by O. Regulation 232/98. As the Site will be expanding, the Site expansion and the Site's operational requirements will have to meet this regulation.	Section 9.0	20.	Agreed. See Response # 1.
As per above	21.	In general, when considering a new landfill or expanding an existing landfill, the Town should consult the document entitled "Landfill Standards: A Guideline to the Regulatory and Approval Requirements for New and Expanding Landfills, specifically Section 6, to identify assessments that are required to be addressed in the supporting documentation should the ToR be approved.	Section 9.0	21.	See Response # 1.
As per above	22.	As part of the assessment criteria for Design and Operations component, the Town should ensure contaminating lifespan is included in the assessment.	Section 9.1.2.1	22.	The contaminanting lifespan will be dealt with during the detailed design phase of the project (EPA level work) that is proposed to be conducted after the EA. A general assessment will be considered as part of the Design and Operations Assessment. No change to the ToR is required to address this comment.
As per above	23.	Section 6.3 is entitled Potential Effect and indicates that these will be identified and described. This section should provide some additional insight on the expected types of effects.	Section 6.3	23.	Potential effects will be identified in consultation with agencies, the public and Aboriginal communities. It is prepature to include potential effects in the ToR. No change to the ToR is required to address this comment.
As per above	24.	As part of the hydrogeological evaluation, the Town should refer to Regulation 232/98 for the requirements for the type of information required. In addition, the Town should indicate whether the Site will be a Generic 1, Generic 2 or site specific design for expansion.	Section 9.1.1.1	24.	See Response # 1.
As per above	25.	Section 9.1.2.1 discusses the Design and Operations considerations. As indicated above, The Town should use the Landfill Standards Guide to ensure all the required operations are addressed in the EA. This will include leachate treatment, landfill gas collection and storm water management.	Section 9.1.2.1	25.	See Response # 22.
As per above	26.	In Section 11, the list of groups that will be consulted as part of the process was identified. It does not appear that there is a public liaison committee for the site. However, if one exists, it should be added to the list of stakeholder groups for consultation.	Section 11	26.	A PLC does not exist for the Site. No change to the ToR is requried.
As per above	27.	The Town should be made aware that starting in 2013, landfills will be added to the list of facilities that need to comply with O.Reg. 419. The Town will have to model the air quality from the facility to ensure that it meets the air quality requirements at the point of impingement.	Section 9	27.	Comment noted. No change to the ToR is required.
As per above	28.	Section 9.2.4.1 indicates that there will be no excavation or other physical disturbance in the local area. The Town should indicate the type of expansion that will be occurring (i.e. pigging backing the existing landfill or whether the footprint of the limit of landfilling will be expanded. If it is the latter, which will involve some form of excavation for landfill preparation, then the statement in this section should be amended.	Section 9.2.4.1	28.	Section 9.2.4.1 refers to the Local Study Area and not the Site Study Area. The landfill is located in the Site Study Area. No change to the ToR is required related to this comment.
Bob Aggerholm, Regional EA Coordinator, Ministry of the Environment, Southwestern Region, Dec. 24/12	29.	The interest of APEP Unit in the sphere of land use planning are recognized in the draft ToR in the following sections: a) Tab C Record of Consultation, Page 3 of the EAAB Memorandum of December 16, 2006 b) Sections 9.2.5, 10 and 12 of the Proposed Terms of Reference (November 2012) With respect to Section 9.2.3.1.2, I have included our GoogleEarth imagery of the location of two Official Plan amendments that have come to the attention of the Region (There may be more). The consultant should review the Perth County Planning Department Files and speak with the Regional Planner of the APEP Unit to determine if the implementation policies for the assessment of land use proposals are adequate or in need of amendment (to protect the operational flexibility of the landfill and guard against encroachment of sensitive land use).	Section 9.2.5.1.2	29.	Comment noted. The item will be dealt with during the Existing and Planned Land Use part of the EA. No change to the ToR is required to address this comment.

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Source	*Comment*		*ToR Reference*	*Proponent Response*	
Dan Minkin, Heritage Planner, Ministry of Tourism, Culture & Sport - Dec 21, 2012	30.	*8.0 Study Area* The undeveloped portion of the site is described here as having "been completely disturbed over many decades by clay removal and related activities, including the temporary stockpiling of unused/waste mineral aggregate materials". Based on this, the section concludes that cultural heritage and archaeology do not require description and assessment within the Site Study Area. The stockpiling of such materials would not, by itself, render a site "disturbed" for purposes of archaeological potential, as the undisturbed soil beneath these stockpiles could hold archaeological resources. As such, we recommend that the proponent apply the MTCS's Criteria for Determining Archaeological Potential checklist and, if necessary, make provision in the Terms of Reference for an archaeological assessment on the site study area. This checklist is available for download from <http://www.mtc.gov.on.ca/en/archaeology/archaeology_assessments.shtml#a1>.	Section 9.1	30.	A section will be added to Section 9.1 to add a Cultural Hertiage and Archaeological Assessment.
As per above	31.	*9.1 Site Study Area* Pursuant to our comments on Section 8.0 above, a cultural environment subsection should be added within Section 9.1, explaining whether archaeological potential has been identified according to the Criteria for Determining Archaeological Potential.	Section 9.1	31.	See Response # 30.
As per above	32.	9.2.4.1 Cultural Heritage and Archaeology (Local Study Area) We suggest that the title of this section, and references to "cultural heritage and archaeological features" throughout the Terms of Reference, be replaced with "cultural heritage resources". This term includes built heritage resources, archaeological resources, and cultural heritage landscapes. This section states that "cultural heritage and archaeological features and conditions in the Local Study Area will be identified and described in accordance with the requirements of the Ontario Heritage Act and its associated regulations, policies and guidelines". It is in fact the Environmental Assessment Act, not the Ontario Heritage Act, that mandates the identification and description of cultural heritage resources as part of the EA process.	Section 9.2.4.1	32.	The ToR has been reworded to reflect the comment.
Dave Marriot-Ministry of Natural Resources-Guelph Division-Jan 8, 2012	33.	The TOR (Sections 9.1 and 9.2) has generally described the natural heritage features within the Site and Local Study Areas. It is understood that a Surface Water Condition Study and a Biological Features and Conditions Study will be completed in support of the EA (Section 12). Please note that the Ministry has several known records (e.g. species at risk) within the Local Study Area. MNR staff can also advise that there is the potential for other unknown records/features to be present within the study areas. It is recommended that prior to commencing these studies the Ministry be contacted for detailed natural heritage information and advice that may be relevant to the EA.	Sec. 9.1 and 9.2	33.	Comment noted. See Reponse # 1.
As per above	34.	Section 14 of the TOR has indicated that approval may also be required under the Aggregate Resources Act. MNR staff notes that the existing Rehabilitation Plan for the licensed portion of the site states that the area will be rehabilitated to an agricultural use. Please be advised that the licensee is required to operate their site in accordance with the Site Plans upon which the license is based. A major site plan amendment would be required to support the landfill expansion, or this portion of the license would have to be partially surrendered in accordance with the Act. It is recommended that a meeting be scheduled with the Ministry to review the license's existing Site Plans, and the potential implications of the legislation.	Section 14 and Section 9.4.1.2	34.	The Aggregate License is held by St. Marys Cement. It was the Town's understanding that the property that was transferred to the Town was to be removed from the Aggregate License. The Town will discuss this matter with St. Marys Cement. Pending the result of that, further discussion with MNR may be required. The following will be added to the Section 9.1.4.2 of the ToR: "As part of the planning assessment, the Aggregate License for St. Marys Cement that relates to the lands adjacent to and related to the Study Area will be assessed. Discussions with Ministry of Natural Resources are proposed should the Study Area be identified as still being part of the St. Marys Cement Aggregate License".
As per above	35.	As noted above, the area(s) surrounding the site are also currently licensed under the Aggregate Resources Act. In keeping with the Provincial Policy Statement (PPS), mineral aggregate operations shall be protected from development and activities that would preclude or hinder their expansion or continued use. It is recommended that Section 12 in the TOR include a 'Mineral Aggregate Study' to ensure that the EA appropriately considers the impact the expansion may have on the current or future operations of these licensed areas.	Section 9.2.5.1.2	35.	See Response # 34.
Ken Teasdale, Corridor Management Section, Ministry of Transportation	36.	The proposal has been considered and reviewed in accordance with the requirements of MTO's highway access policies, criteria, and the Public Transportation and Highway Improvement Act (PTHIA). The landfill site falls outside of MTO's permit control area as defined in the PTHIA. Therefore MTO permits for the landfill site expansion itself are not required.	General	36.	Comment noted. No change to the ToR is required to address this comment.
As per above	37.	Should a traffic impact study be required, MTO will require that it be circulated with the Study for its review and approval. MTO would be glad to meet with the Town to discuss matters required to be considered if a Traffic Impact Study is required.	General	37.	Comment noted. No change to the ToR is required to address this comment.
Chris Stack, Ministry of Citizenship and Immigration, Ministry of Tourism, Culture and Sport - Jan. 4/12	38.	We have no comments or concerns from a regional perspective,	General	38.	Comment noted. No change to the ToR is required to address this comment.
Ministry of the Environment-Trevor Robak-APEP Supervisor-Southwestern Region-April 6, 2010	39.	*Basis for Scoping* • The draft TOR documents the transfer of ownership of the site from St. Marys Cement and the recent acquisition of additional lands from this company. It could be argued that land acquisition has predetermined the outcome of the process. • We will defer to EAAB to decide if the Town's actions were appropriate in advance of the EA process. The Town's actions could be viewed as a precedent by others. Proponents may cite land acquisition (not optioning) as an acceptable "pre-EA" practice and an approach that can be employed to diminish the weight given to other alternatives. • In any event, we recommend that any discussion in the TOR relating to the Town's acquisition decision be confined strictly to the facts (as background or narrative). We question whether the TOR should be the vehicle that acts to limit the Town's identification and consideration of other options. The preference given to the expanded area (the acquisition area) should be examined and weighed against other available options (e.g. a new site) within the body of the EA. This includes the draft TOR's conclusions about the prohibitive nature of land use planning controls in Perth County.	General	39.	The proposed expansion area of the Site has been part of the Site (by way of lease from St. Marys Cement Inc.) for many years. Acquisition (i.e. transfer of ownership) of the lands from St, Marys Cement Inc. to the Town has been discussed for many years and was concluded after the "scoping" decision during early stages of the ToR. The land ownership issue is not relevant as it did not prejudice the decision to pursue a "focused " expansion of the Site capacity. No change to the ToR is necessary to address this comment.
As per above	40.	*Methodology* • This is a full (individual) EA. We will defer to EAAB for its opinion on whether the proponent should be referencing the process set by Regulation 101/07.	General	40.	No reponse necessary.

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Source	*Comment*		*ToR Reference*	*Proponent Response*	
As per above	41.	Land Use Planning Controls • The TOR references the Provincial Policy Statement. The TOR should elaborate on the relationship between the land use compatibility policies of the PPS and MOE's Land Use Planning Guideline D-4. This guideline outlines the Ministry's expectations for land use control in the periphery of landfill sites. The landfill site and the peripheral areas deemed to be affected (including any Contaminant Attenuation Zone) will need to be designated by the local official plan. In light of this office's recent experiences in Perth County's planning program we recommend that the consultant produce draft policies for an Official Plan Amendment. This information will inform government agencies and property owners of the controls that enacted in the future (the policies will define the geographical extent and the type of land use). The EA's conclusions for land use control will represent a requirement of the EA process and will instruct the municipality on what it must do to implement the EA under the Planning Act.	Section 9.2.5.1.2	41.	See Response # 29, above. Land Use Planning Controls wil be addrssed in the Exising and Planned Land Use portion of the EA.
As per above	42.	*Possible Provincial and Federal Approvals (Section 11.0 of the TOR)* • This is a recurring issue in the Class EA process. Many government approvals, permissions and certificates are evaluated on the basis of some rather significant and fundamental policy considerations. The proponent should be required to: o Identify all government approvals and permissions to implement the alternative (Provincial, Federal, municipal, conservation authority, etc.) o comment on the policy directives that the issuing authorities will use to adjudicate an application o identify and evaluate any major potential policy encumbrance or obstacle	Section 14	42.	Section 14.0 of the ToR commits the Proponent to identifying other approvals that may apply to the Undertaking. The ToR has been amended to provide additional clarification of what such approvals may be and details will be provided in the EA once the Undertaking has been better defined.
As per above	43.	*Service Area of the Facility* • The prospect of receiving waste from sources beyond the municipal boundaries should be documented and evaluated.	Section 3	43.	Section 3.0 states that the purpose of the Undertaking will be "...the expansion of the capacity of the existing Site so that it is capable of receiving post-diversion municipal solid waste from the Town.....". The service area is currently and will continue to be the Town of St. Marys. No change to the ToR is required to address this comment.
As per above	44.	*Waste Management Planning* • The description and purpose of the undertaking could be more broadly represented as a "waste management plan" and not a facility site selection process. To that end, the municipality – as part of this process – could be called upon to examine the adequacy of its arrangements to retire or restore sites that have received waste in the past. The TOR should direct the municipality to consult the Ministry's 1991 Waste Site Inventory Report and provide a plan to "sunset" any waste management facility or site that is no longer in use.	General	44.	Closed landfill sites in the Town were eliminated from consideration during the early stages of the ToR and are therefore not part of the EA. No change to the ToR is required to address this comment.
As per above	45.	*The following comments are offered from the Air Program perspective* : • Section 7.1.5 outlines how the current situation will be described and notes that there has been extensive measurements in the past but the proponent does not speak to what these measurements were. More detail on what species were examined, what measurement techniques were used (equipment, placement, etc) and how often such measurements were made, would be useful. If the measurements have been made in the past, it should be relatively easy to add more detail to this section. • The proponents suggest that the landfill will continue to be used exclusively for the town of St Marys and that it will continue to receive approximately the same volume of waste per year. The town will likely experience an increase in size over the life of the landfill and, if this is the case, the proponents should not rely exclusively on this increase being offset by improved waste diversion. It is therefore suggested that they present air results based upon some reasonable growth scenarios. • Section 7.2.10 repeats these assumptions and concludes with the following statement: Current air quality conditions and potential effects on air quality within the Local Study Area will be identified and described. There needs to be more detail as to how the air quality conditions and effects of the landfill will be assessed. For example, operational plans could be presented to show how they will deal with waste to ensure that air emissions do not worsen. Problems have occurred in the past when, for instance, insufficient cover was used. Future emissions should be modeled to show that under worst case growth scenarios air emissions will not become a problem. • The Ministry has prepared an interim guide on monitoring landfill gases. This report suggests that at least the following substances should be monitored to properly assess emissions. Carbon Tetrachloride, Trichloroethene, Chloroform, 1,1,1-Trichloroethene, 1,2-Dichloroethene, Vinyl Chloride, Ethylene Dibromide, Vinylidene Chloride, Ethylene Dichloride, Total NMOCs, Methylene Chloride, Total Suspended Particulate, Perchloroethene We would further suggest that fine particulate be evaluated. As well, if a worst case analysis of the landfill's future suggests significant truck traffic, then diesel emissions should also be considered to ensure they do not pose an environmental hazard.	Section 9.1.1.4	45.	Historic air quality data will be reviewed as part of the existing air quality condition (i.e. ambient condtions) during the EA. It is not appropriate to include the level of detail suggested in the comment, in the ToR. Regarding the service area comment, see Response # 43, above.

SUMMARY OF REVIEW COMMENTS
PROPOSED TERMS OF REFERENCE FOR ST. MARYS LANDFILL CAPACITY INCREASE ENVIRONMENTAL ASSESSMENT
TOWN OF ST. MARYS

Source	*Comment*		*ToR Reference*	*Proponent Response*	
FEDERAL AGENCIES					
Dave Bell, Canadian Environmental Assessment Agency - Nov.21/12	46.	On page 33, the ToR says the project may be subject to CEAA 2012. I would like to see analysis by the Municipality and a rationale on whether in their opinion the expansion is or is not on the CEAA 2012 Project List.	Section 14	46.	Response e-mailed to D. Bell - Nov. 27/12 In that the ToR is a framework for the preparation and review of the ensuing EA the *CEAA* statement in the Proposed ToR (in Section 13.0 - Other Approvals) is a ToR phrase normally required by MOE that provides for the *possibility* that some aspect of the undertaking *may* result in the need for an environmental assessment under the *CEAA 2012* . With CEAA 2012, and the disappearance of "triggers" and the promulgation of the "Regulations Designating Project Activities", it is our view that the proposed landfill expansion would not be subject to CEAA 2012. Nevertheless the ToR includes the phrase to keep the door open for the remote possibility of CEAA 2012 involvement, to be discussed with the Canadian Environmental Assessment Agency during preparation of the EA, when more detail is known about the full scope and substance of the proposed undertaking. (For example, under Section 14 (2) the Minister may designate a physical activity not prescribed by the regulations. However, in our landfill EA experience this has not occurred.). The Proposed Terms of Reference merely sets out that if an environmental assessment is required under CEAA 2012, the proponent will work with MOE and the Agency in a co-ordinated way as set out in the EA co-ordination guideline. No change to the ToR is required to address the comment.
Environmental Coordinator, Transport Canada - Ontario Region - Nov. 27/12	47.	Does the project cross or affect a potentially navigable waterway? If so, (1) please confirm that a NWPA request for work approval application will be submitted and (2) is the project considered to be of a minor nature?	NA	47.	Responses to the 3 Transport Canada comments were provided to Wesley Wright in Nov. 28/12 email. The project does not cross or affect a potentially navigable waterway. No change to the ToR is required to address this comment.
As per above	48.	Will the project affect/impact on any railway works?	NA	48.	The project will not affect/ impact any railway work. No change to the ToR is required to address this comment.
As per above	49.	The Town of St. Marys committing to operating the landfill as a bird-free site. (general guidance is provided below) We will expect to see this further discussed, along with mitigating measures/efforts made to ensure that this commitment is met, in the EA documentation. Please note the request that once a preferred alternative is know, Transport Canada suggests that the proponent follow the advice of a consultant having experience in conducting bird hazard assessments for projects of a similar nature	Section 9.1.2.1	49.	The volume of waste received per day will be similar for the proposed expansion. Bird control program will be discussed as part of the EA with the object to create a bird-free Site. Bird issues will be considered as part of the design and operations consideration. No change to the ToR is required to address this comment.
Alison Berman, Consultation and Accommodation Unit, Aboriginal Affairs and Northern Development Canada - Nov. 22/12	50.	Please omit AANDC from public information notification for the project since the project does not intersect with reserve lands.	NA	50.	AANDC has been removed from Government Review List for the project as requested.
ABORIGINAL COMMUNITIES					

SUMMARY OF REVIEW COMMENTS
PROPOSED TERMS OF REFERENCE FOR ST. MARYS LANDFILL CAPACITY INCREASE ENVIRONMENTAL ASSESSMENT
TOWN OF ST. MARYS

Source	*Comment*		*ToR Reference*	*Proponent Response*	
Jared MacBeth, Walpole Island First Nation - Phone call - Dec. 4/12	51.	Would like to have a meeting to discuss the project.	Section 11.2	51.	Jim Yardley of CRA spoke with Jared MacBeth regarding the project on Dec. 6/12 (Jared MacBeth of Walpole Island First Nation (jared.macbeth@wifn.org) (519-627-1475)). The overall process regarding the development of the terms of reference was discussed. Mr. MacBeth joined WIFN about the time of the previous review and as such this is his first involvement in the file. He indicated that WIFN interest is in the areas of surface water, groundwater and air and potential impacts related to the Thames River. He indicated that WIFN will be involved as the project moves forward and at this time would like to meet at the Site prior to the assessment work be completed at that Site. Based on this, he would like to contact in the early part of 2013 to set-up an appropriate time for a site meeting based on the assessment work schedule. He indicated that WIFN may want to be at the Site during portions of the technical work program. Mr. MacBeth looks at this as an opportunity to commence relationships with the Town of St. Marys and to work with the Town of matters of mutual interest in the future. Jim Yardley agreed to touch base with the him in on this matter. The following has been added to EA Consultation Program, Item 6 of the principles: 6. The EA consultation program will include meetings and/or discussions with Aboriginal communities that have expressed an interest during the ToR review or during the EA.
Stacey Phillips, NRF Core Consultation, Oneida Nation of the Thames, Dec. 14/12	52.	Review report forwarded to Oneida Chief and Council.	NA	52.	No comments have been received.
Joanne Thomas, Consultation Point Person, Six Nations Land and Resources - Dec. 14/12. (same request was emailed on January 8, 2013 directly to CRA)	53.	Six Nations would like a representative from St. Marys Landfill to come to a meeting to give us more information on the expansion. Due to capacity issues, I do not think we can get our comments in by Dec. 24, 2012. But still like to meet to discuss the expansion.	NA	53.	Jim Yardley of CRA replied in an email on December 19, 2012 as follows: Your request for a meeting has been forwarded to me and I have discussed this with the Town staff. The Town is willing to discuss the Terms of Reference with you and that once the Terms of Reference have been approved and the Environmental Assessment is commenced, consultation is a key element to the program. Walpole Island First Nation has made a similar request for additional information regarding the Environmental Assessment. At this time, a meeting has not been set-up, but a commitment has been made to meet with Walpole Island First Nation in late March or early April and prior to the start of the field work at the Site. This meeting would most likely occur in St. Marys and would include a site visit/ tour. I am willing to discuss this project with you at anytime, as well as to discuss and determine the appropriate time and place for a meeting on this matter. See addtion noted in Response # 51.

SUMMARY OF REVIEW COMMENTS
PROPOSED TERMS OF REFERENCE FOR ST. MARYS LANDFILL CAPACITY INCREASE ENVIRONMENTAL ASSESSMENT
TOWN OF ST. MARYS

Source	*Comment*		*ToR Reference*	*Proponent Response*	
Sharilyn Johnston and Wilson Plain Jr., Aamjiwnaang First Nation - Dec. 20/12	54.	The project location is located within Aamjiwnaang First Nation's Traditional Territory. The primary concern Aamjiwnaang has concerns the potential for the landfill and proposed expansion to affect the Thames River. As you may be aware, the Thames is already stressed with various agricultural and industrial operations taking place along the banks of the river. This would also include contaminants that may enter the river by any towns or cities that are also located along the river. We would like to ensure that groundwater directly from the site and area of the site is properly processed to reduce or eliminate any potential contamination. At the present time, we are unable to provide further comment on the project but would like to continue to receive updates for our review. Any comments or concerns that we may have will be forwarded accordingly for consideration.	Sections 9.1.1.1 and 9.2.1.1	54.	Aamjiwnaang First Nation will be kept informed as the EA proceeds. The issues with groundwater and surface water will be considered as part of the EA. See addition noted in response to Response # 51
Carrie Ann Peters, Caldwell First Nation - January 11, 2013	55.	Our main concern will be the effects this willhave on habitats, the water, any animal that may be in the area for food/shelter. Once ToR and EA are established, if we could set up a meeting for consultation to better get an idea of Project details and processes.	General	55.	Comment noted. See addition noted in response to Response # 51.
MUNICIPALITIES AND LOCAL AGENCIES					
Karen M. Winfield-Land Use Regulations Officer - Upper Thames River Conservation Authority - Dec 18, 2012	56.	At a minimum every EA should consider: a. Whether the existing or proposed activity or alternatives (subject of the EA) are or would be located within an area identified as vulnerable in an approved Assessment Report. The zones and vulnerability (is) of the area(s) should be identified in the EA. b. Whether the subject of the EA would be considered a significant drinking water threat . c. Whether the subject of the EA would be considered a moderate or low drinking water threat. d. Whether the subject of the EA would contribute to any issues identified in an approved Assessment Report e. In evaluation of the alternatives, the risk to drinking water sources included in the Assessment Report should be considered in the selection of the preferred alternative. f. Recommendations as to how the Source Protection Plan should be reflected in the design, approval or operation of the subject of the EA. It is important that any EA consider all environmental impacts of the subject of the EA. At a minimum the general items listed above should be considered and documented as part of the proposed St. Marys Landfill Site Capacity Expansion EA. Even if, as in this case, the Source Protection Plan may not have any substantive be bearing on the proposed project, consideration of the impacts or lack thereof should be documented in the EA.	Section 9.1.1.1	56.	As part of the geology and hydrogeological assessment, the source water protection assessment for the Upper Thames will be assessed and specifically the noted items, a through f will be assessed as it relates to the undertaking. See Response # 13
As per above	57.	On another note, one additional item that was not specifically addressed in the ToR was the location of the outlet for the proposed swale. We would suggest that alternative outlet locations and designs be explored as part of the EA process. This is not stated explicitly in the ToR.	Section 9.1.1.2	57.	The swale noted is proposed to be relocated on the Site with both the inlet and outlet locations to remain as per the existing locations. As noted in Section 9.1.1.2, consultation with the UTVCA is proposed regarding the swale re-location. As part of the consultation, the swale configuration (cross-section) will be discussed. No change to the ToR is required to address this comment.
INDIVIDUALS AND LOCAL GROUPS					

BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Attachment E3
Additional Aboriginal Consultation Undertaken by Burnside (2013)

Agency/Organization	Title	First Name	Last Name	Position	Address 1	Address 2	City	Province	Postal Code	Email	Telephone	Fax
Aamjiwnaang First Nation (Formerly Chippewas of Sarnia FN)	Chief	Chris	Plain	Chief	Aamjiwnaang Administration Office	978 Tashmoo Avenue	Sarnia	ON	N7T 7H5	cplain@aamjiwnaang.ca; Aamjiwnaang.chief@gmail.com	(519) 336-8410	336-0382
Aamjiwnaang First Nation (Formerly Chippewas of Sarnia FN)	Ms.	Sharilyn	Johnston		Aamjiwnaang Administration Office	978 Tashmoo Avenue	Sarnia	ON	N7T 7H5			
Aamjiwnaang First Nation (Formerly Chippewas of Sarnia FN)	Mr.	Wilson	Plain Jr.		Aamjiwnaang Administration Office	978 Tashmoo Avenue	Sarnia	ON	N7T 7H5			
Caldwell First Nation	Chief	Louise	Hillier	Chief	P.O. Box 388		Leamington	ON	N8H 3W3	lmh@porchlight.ca; cfnchief@live.com	(519) 678-3831	(519) 322-1533
Caldwell First Nation	Ms.	Carrie Anne	Peters		P.O. Box 388		Leamington	ON	N8H 3W3	health@caldwellfirstnation.com		
Chippewas of Kettle and Stony Point FN	Chief	Thomas	Bressette	Chief	Kettle and Stony Point FN, 6247 Indian Lane	RR#2	Forest	ON	N0N 1J0	Thomas.bressete@kettlepoint.org; Toni.george@	(519) 786-2125	(519) 786-2108
Chippewas of Kettle and Stony Point FN	Ms.	Suzanne	Bressette	Communications Relations Officer	Kettle and Stony Point FN, 6247 Indian Lane	RR#2	Forest	ON	N0N 1J0	sue.bressette@kettlepoint.org		
Chippewas of the Thames First Nation	Chief	Robert, 'Joe'	Miskokomon	Chief	320 Chippewa Road	RR#1	Muncey	ON	N0L 1Y0	chief@cottfn.ca; cdeleary@cottfn.com	(519) 289-5555	(519) 289-2230
Chippewas of the Thames First Nation	Ms.	Rolanda	Elijah	Director of Lands and Environm	4 Anishinaabeg Drive		Muncey	ON	N0L 1Y0	relijah@cottfn.com	(519) 289-2662 ext. 209	
Chippewas of the Thames First Nation	Ms.	Fallon	Burch	Consultation Coordinator	320 Chippewa Road	RR#1	Muncey	ON	N0L 1Y0	fburch@cottfn.com	(519) 289-2662 ext. 213	
Delaware Nation (Moravian of the Thames)	Chief	Greg	Peters	Chief	14760 School House Line	RR# 3	Thamesville	ON	N0P 2K0	gcpeters@mnsi.net	(519) 692-3936	(519) 692-5522
Delaware Nation (Moravian of the Thames)	Ms.	Tina	Jacobs	Lands and Resources Consultation Manager	14760 School House Line	RR# 3	Thamesville	ON	N0P 2K0	tnajay@xplornet.com	(519) 692-4920	
Delaware Nation (Moravian of the Thames)	Mr.	Justin	Logan	Lands and Resources Consultation Assistant	14760 School House Line	RR# 3	Thamesville	ON	N0P 2K0	loganju@xplornet.com	(519) 692-4920	
Haudenosaunee Development Institute	Ms.	Hazel	Hill	Interim Director, Six Nations of the Grand River Territory	16 Sunrise Court	Suite 407, PO Box 714	Ohsweken	ON	N0A 1M0	hdi2@bellnet.ca	(519) 445-4222, 755-2769	(519) 445-2389
Mississaugas of New Credit First Nation	Ms.	Margaret	Salt	Director of Lands, Resources and Management	Consultation and Outreach Office, R.R. #6	2789 Mississauga Road	Hagersville	ON	N0A 1H0	margaret.salt@newcreditfirstnation.com	(905) 768-7632	768-1255
Mississaugas of the New Credit First Nation	Chief	Bryan	LaForme	Chief	Consultation and Outreach Office, R.R. #6	2789 Mississauga Road	Hagersville	ON	N0A 1H0	bryanlaforme@newcreditfirstnation.com; www.ne	(905) 768-1133	(519) 768-1225
Mississaugas of the New Credit First Nation	Ms.	Carolyn	King	Geomatics Environmental Technician	Consultation and Outreach Office, R.R. #6	2789 Mississauga Road	Hagersville	ON	N0A 1H0	carolyn.king@newcreditfirstnation.com; send co	(905) 768-7632	(519) 768-1225
Munsee-Delaware First Nation	Chief	Roger	Thomas	Chief	RR#1	1289 Jubilee Road	Muncey	ON	N0L 1Y0	rthomas@munsee.on.ca	(519) 289-5396	(519) 289-5156
Munsee-Delaware First Nation	Mr.	Dan	Miskokoman	Band Manager	Administration Office, RR#1	289 Jubilee Road	Muncey	ON	N0L 1Y0	band.manager@munsee-delware.org; drskoke@hotmail.com		
Oneida of the Thames First Nation	Chief	Joel	Abram	Chief	2212 Elm Avenue		Southwold	ON	N0L 2G0	Joel.abram@onieda.on.ca	(519) 652-3244	(519) 652-2930
Six Nations of the Grand River	Chief	William K.	Montour		2498 Chiefswood Road,	P.O. Box 5000	Oshweken	ON	NOA 1MO	wkm@sixnations.ca;arleenmaracle@sixnations.c	(519) 445-2201	(519) 445-4208
Six Nations of the Grand River	Ms.	Caron	Smith		2498 Chiefswood Road,	P.O. Box 5000	Oshweken	ON	NOA 1MO	csmith@sixnations.ca (copy in all correspondence to Chief)		
Six Nations of the Grand River	Ms.	Joanne	Thomas	Consultation Point Person	2498 Chiefswood Road,	P.O. Box 5000	Oshweken	ON	N0A 1M0	jthomas@sixnations.ca		
Walpole Island First Nation (Bkejwanong Territory)	Chief	Burton	Kewayosh Jr.	Chief	Bkejwanong Territory, 117 Tahgahoning Road	RR#3	Wallaceburg	ON	N8A 4K9	burton.kewayash@wifn.org; Terri.george@wifn.	(519) 627-1481	(519) 627-0440
Walpole Island First Nation (Bkejwanong Territory)	Mr.	Dean	Jacobs	Consultation Manager	Bkejwanong Territory, 117 Tahgahoning Road	RR#3	Wallaceburg	ON	N8A 4K9	dean.jacobs@wifn.org	(519) 627-1475	

Project Name: Town of St. Marys Future Soild Waste Disposal Needs
Client Name: The Corporation of the Town of St. Marys
Project No.: 300032339

Agency/Organization	Title	First Name	Last Name	Position	Address 1	Address 2	City	Province	Postal Code	Email	Telephone	Fax
Walpole Island First Nation (Bkejwanong Territory)	Mr.	Jared	Macbeth	Consultation Manager	Bkejwanong Territory, 117 Tahgahoning Road	RR#3	Wallaceburg	ON	N8A 4K9	jared.macbeth@wifn.org	(519) 627-1475	
Windsor Essex Metis Council	Mr.	Andrew	Good	President	4745 Huron Church Line		Windsor	ON	N9H 1H5	andrew_j_good@hotmail.com; www.windsoress	(519) 300- 6008 (cell); (519) 962-5300	(519) 974-3739
Metis Nation of Ontario	Mr.	James	Wagar	Manager of Natural Resources	Lands, Resources and Consu	311-75 Sherbourne Street	Toronto	ON	M5A 2P9	jamesw@metisnation.org; http://www.metisnat	(416) 977-9881 ext. 107	(416) 977-9911
Metis Nation of Ontario	Mr.	Gary	Lipinksi		500 Old St. Patrick Street	Unit 3	Ottawa	ON	K1N 9G4		(613) 798-1488	(613) 722-4225
Association of Iroquois and Allied Indians	Ms.	Denise	Stonefish	Deputy Grand Chief	387 Princess Avenue		London	ON	N6B 2A7	dstonefish@aiai.on.ca	(519) 434-2671	(519) 679-1654

Contact Information						Consultation Carried Out by CRA					
Aboriginal Community	**Title**	**First Name**	**Last Name**	**Address**	**Contact Information**	**Received Invite to First PIC (Oct 2006)**	**Received Invite to PIC #1 (Nov 2006)**	**Follow up Phone Call/Email (Dec 2006)**	**Sent Copy of Draft TOR (Feb 2010)**	**Comments Received by CRA**	**Response by CRA**
Oneida Nation of the Thames	Chief	Randall	Phillips	2212 Elm Avenue Southwold ON N0L 2G0		Y	Y				
Oneida Nation of the Thames		Dawn		Chief@oneida.ca				Y			
Oneida Nation of the Thames	Chief	Joel	Abram	2212 Elm Avenue Southwold ON N0L 2G0	E-mail: Joel.abram@oneida.on.ca Phone: (519) 652-3244 Fax: (519) 652-2930				Y	Stacey Phillips, NRF Core Consultation, Oneida Nation of the Thames, Dec. 14, 2012 Review report forwarded to Oneida Chief and Council. No comments have been received.	
Oneida Nation of the Thames		Vacant		Consultation Coordinator	Email:						
Munsee-Delaware First Nation	Chief	Patrick	Waddilove	RR# 1 Muncey ON N0L 1Y0			Y				
Munsee-Delaware First Nation	Chief	Roger	Thomas	Administration Office RR# 1, 289 Jubilee Road Muncey ON N0L 1Y0	Phone: (519) 289-5396 Fax: (519) 289-5156 E-mail: rthomas@munsee.on.ca			Y	Y		
Munsee-Delaware First Nation	Mr.	Ryan	Barberstock	Band Manager Administration Office RR# 1, 289 Jubilee Road Muncey ON N0L 1Y0	Email: band.manager@munsee-delware.org						
Chippewas of the Thames First Nation	Chief	Kelly	Riley	RR #1 Muncey ON N0L 1Y0			Y				
Chippewas of the Thames First Nation		Bula			Email: Chippewa@mnsi.net			Y			
Chippewas of the Thames First Nation	Ms.	Rolanda	Elijah	Director of Lands and Environment Department 4 Anishinaabeg Drive, Muncey ON N0L 1Y0	Email: relijah@cottfn.com Phone: (519) 289-2662 ext. 209						
Chippewas of the Thames First Nation	Mr.	Fallon	Burch	Consultation Coordinator 77 Anishinaabeg Road, Muncey ON N0L 1Y0	Email: fburch@cottfn.com Phone: (519) 289-2662 ext. 213						
Chippewas of the Thames First Nation	Ms.	Mary	Alikakos	Senior Environment Oficer 77 Anishinaabeg Road, Muncey ON N0L 1Y0	Email: malikakos@cottfn.com Phone: (519) 289-2662 ext. 212						
Delaware Nation, Moravian of the Thames	Chief	John	Stonefish	14760 School House Line RR #3 Thamesville ON N0P 2K0			Y				
Delaware Nation, Moravian of the Thames	Chief	Gregory	Peters	14760 School House Line RR #3 Thamesville ON N0P 2K0	Phone: (519) 692-3639 Fax: 692-5522 E-mail: gcpeters@mnsi.net				Y		
Delaware Nation, Moravian of the Thames	Ms.	Tina	Jacobs	Lands and Resources Consultation Manager 14760 School House Line RR #3 Thamesville ON N0P 2K0	Phone: (519) 692-4290 Email: tnajay@xplornet.ca						
Delaware Nation, Moravian of the Thames	Mr.	Justin	Logan	Lands and Resources Consultation Assistant 14760 School House Line RR #3 Thamesville ON N0P 2K0	Phone: (519) 692-4290 Email: loganju@xplornet.ca						
Walpole Island First Nation (Bkejwanong Territory)	Chief	Joseph	Gilbert	RR #3 Wallaceburg ON N8A 4K9					Y		
Walpole Island First Nation (Bkejwanong Territory)	Chief	Burton	Kewayosh	117 Tahgahoning Road, RR #3 Wallaceburg ON N8A 4K9	Phone: (519) 627-1481 Fax : 627-0440 E-mail: Burton.kewayosh@wifn.org; Terri.george@wifn.org					Jared MacBeth, Walpole Island First Nation - Phone call - Dec. 4, 2012 Jim Yardley of CRA spoke with Jared MacBeth regarding the project on Dec. 6, 2012 (jared.macbeth@wifn.org) (519-627-1475)). The overall process regarding the development of the ToR was discussed. Mr. MacBeth joined WIFN about the time of the previous review and as such this is his first involvement in the file. He indicated that WIFN interest is in the areas of surface water, groundwater and air and potential impacts related to the Thames River. He indicated that WIFN will be involved as the project moves forward and at this time would like to meet at the Site prior to the assessment work being completed. Based on this, he would like to connect in the early part of 2013 to set-up a Site meeting. He indicated that WIFN may want to be at the Site during portions of the technical work program. Mr. MacBeth looks at this as an opportunity to commence relationships with the Town of St. Marys and to work with the Town of matters of mutual interest in the future.	Jim Yardley agreed to touch base with the F.N. in on this matter. The following has been added to EA Consultation Program, Item 6 of the principles: 6. The EA consultation program will include meetings and/or discussions with Aboriginal communities that have expressed an interest during the ToR review or during the EA.

	Consultation Carried Out by Burnside						
Aboriginal Community	**Received Project Re-Introduction Letter (August 15, 2013)**	**Follow up Phone Call/ Email (July/ August 2013)**	**Returned COI Form**	**Site Visit (August 21, 2013)**	**Comments Received by Burnside**	**TOR Receipt Follow up Calls December , 2013**	**Related to Revised TOR**
Oneida Nation of the Thames							
Oneida Nation of the Thames							
Oneida Nation of the Thames	Y	Aug 26- spoke with Stacey Phillips. Currently is a vacancy in consultation position. He will call back with an alternate contact. AG spoke with Stacy Phillips September 9, 2013. Mr. Phillips noted that Consultation Coordinator position currently vacant. **Send all future correspondence to Chief.**				**December 4, 2013 1:08 pm**: AG left voicemail for Chief Joel Abram. Noted that following up regarding receipt of TOR sent about 2 weeks ago. Left James Hollingsworth's phone number to confirm if have received TOR and/or if any questions or comments	X
Oneida Nation of the Thames							
Munsee-Delaware First Nation		Removed from list September 9, 2013 as per conversation with Roger Thomas confirming that Mr. Thomas now chief.					
Munsee-Delaware First Nation	Y	TR Left message Aug 26, 2013. AG spoke with Roger Thomas Sept 9, 2013. Confirmed that he is the chief, not Patrick Waddilove. Unsure if received Project Re-Intro letter sent Aug 25, 2013, but would like to remain on mailing list and receive ToR. **Email copy of Re-Intro letter, ToR and keep on mailing list as requested.**				**December 4, 2013 1:14 pm:** AG spoke with Chief Roger Thomas. Chief notes that as received TOR. AG mentioned that if any questions or concerns can contact either Dave Blake or James Hollingsworth. Also asked if Chief to be main contact, or if Dan Miskokoman should also be contacted. Chief provided Ryan Barberstock's contact information, as the replacement for Dan Muskokoman's role, and noted that Chief to be main contact, but CC Ryan in correspondence.	X
Munsee-Delaware First Nation						Contact added to replace Dan Muskokoman on December 9, 2013 as per conversation with Roger Thomas on December 4, 2013. To be CC'd in correspondence sent to Chief.	X
Chippewas of the Thames First Nation							
Chippewas of the Thames First Nation							
						Removed from correspondence list on December 9, 2013 as per conversation with Rolanda Elijah on December 4, 2013 noting that Chief does not need to be on correspondence list	
Chippewas of the Thames First Nation						December 4, 2013 1:18 om: AG spoke with Rolanda Elijah. Ms. Elijah not sure if had received TOR. Noted that chief does not need to be contacted, and that Fallon Birch should be main contact. Requested to be copied in correspondence to Ms. Birch. Asked AG for email address to confirm when TOR received. Confirmed Ms. Birch's phone number and provided updated mailing address.	X
Chippewas of the Thames First Nation			Y - Keep on mailing list - Do not send TOR		Signed confirmation of interest received August 22, 2013 (see notes in COF Form column)	Phone number and address updated December 9, 2013 as per contact with Rolanda Elijah on December 4, 2013. To be main point of contact with CC to Rolanda Elijah.	X
Chippewas of the Thames First Nation						Email received December 17, 2013 indicating commetns would be delayed Email sent December 20, 2013 responding to the previous email.	X
Delaware Nation, Moravian of the Thames							
Delaware Nation, Moravian of the Thames	Y					To be copied in correspondence as per conversation with Justin Logan on December 4, 2013.	X
Delaware Nation, Moravian of the Thames		Called Aug 26, 2013. She is off for next month.				December 4, 2013 2:26 pm: AG left message with Tina Jacobs. Noted that following up with receipt of TOR. Provided James Hollingsworth's phone # in case any questions or concerns. To be main point of contact, with CC to Chief as per correspondence with Justin Logan on December 4th, 2013.	X
Delaware Nation, Moravian of the Thames	N	Called Aug 26, 2013. No voicemail. Try back in afternoon. AG spoke with Justin Logan Sept 9, 2013. Did not receive Project Re-Intro letter; **please forward RE-Intro letter along with ToR.** Requested to remain on mailing list.				December 4, 2013 3:30 pm: AG spoke with Justin Logan. Mr. Logan confirmed that had received TOR and that Tina Jacobs to be main contact, Chief to be CC'd in correspondence. AG noted to contact either project manager if any concerns.	X
Walpole Island First Nation (Bkejwanong Territory)							
Walpole Island First Nation (Bkejwanong Territory)	Y						

Walpole Island First Nation (Bkejwanong Territory)	Mr.	Dean	Jacobs	Consultation Manager 117 Tahgahoning Road, RR #3 Wallaceburg ON N8A 4K9	Phone : (519) 627-1475 Email : dean.jacobs@wifn.org						
Walpole Island First Nation (Bkejwanong Territory)	Mr.	Jared	Macbeth	117 Tahgahoning Road, RR #3 Wallaceburg ON N8A 4K9	Phone : (519) 627-1475 Email : Jared.macbeth@wifn.org						
Aamjiwnaang First Nation	Chief	Chris	Plain	Aamjiwnaang Administration Office 978 Tashmoo Avenue Sarnia ON N7T 7H5	Phone: (519) 336-8410 Fax:336-0382 E-mail: CPlain@aamjiwnaang.ca; Aamjiwnaang.chief@gmail.com				Y	Sharilyn Johnston and Wilson Plain Jr., Aamjiwnaang First Nation - Dec. 20, 2012 The project is located within Aamjiwnaang First Nation's Traditional Territory. The primary concern Aamjiwnaang has is the potential for the landfill and proposed expansion to affect the Thames River. As you may be aware, the Thames is already stressed with various agricultural and industrial operations taking place along the banks of the river. This would also include contaminants that may enter the river by any towns or cities that are also located along the river. We would like to ensure that groundwater directly from the site and area of the site is properly processed to reduce or eliminate any potential contamination. At the present time, we are unable to provide further comment on the project but would like to continue to receive updates for our review. Any comments or concerns that we may have will be forwarded accordingly for consideration.	Aamjiwnaang First Nation will be kept informed as the EA proceeds. Groundwater and surface water issues will be considered as part of the EA.
Aamjiwnaang First Nation	Ms.	Sharilyn	Johnston	Aamjiwnaang Administration Office 978 Tashmoo Avenue Sarnia ON N7T 7H5							
Aamjiwnaang First Nation	Mr.	Wilson	Plain, Jr.	Aamjiwnaang Administration Office 978 Tashmoo Avenue Sarnia ON N7T 7H5							
Chippewas of Kettle and Stony Point First Nation	Chief	Liz	Cloud	RR #2, 6247 Indian Lane Forest ON N0N 1J0					Y		
Chippewas of Kettle and Stony Point First Nation	Chief	Thomas	Bressette	6247 Indian Lane Kettle Point First Nation ON N0N 1J1	Phone : (519) 786-2125 Fax : 786-2108 Email : Toni.george@kettlepoint.org; Thomas.bressette@kettlepoint.org						
Chippewas of Kettle and Stony Point First Nation	Ms.	Suzanne	Bressette	Communications Relations Officer 6247 Indian Lane Kettle Point First Nation ON N0N 1J1	Phone (519) 786-2125 ext. 115 Email : sue.bressette@kettlepoint.org						
Mississaugas of the New Credit First Nation	Chief	Bryan	LaForme	2789 Mississauga Road Hagersville ON N0A 1H0	Phone : (905) 768-1133 Fax : 768-1225 Email : bryanlaforme@newcreditfirstnation.com Send correspondance to Chief and Margaret Salt, CC Carolyn King				Y		
Mississaugas of the New Credit First Nation	Ms.	Margaret	Salt	Director of Lands, Resource and Management Consultation and Outreach Office 2789 Mississauga Road Hagersville ON N0A 1H0	Phone : (905) 768-7632 Cell : (905) 768-7632 Fax : 768-1225 Email : Margaret.salt@newcreditfirstnation.com Send correspondance to Chief and Margaret Salt, CC Carolyn King						
Mississaugas of the New Credit First Nation	Ms.	Carolyn	King	Geomatics Environmental Technician Consultation and Outreach Office 2789 Mississauga Road Hagersville ON N0A 1H0	Phone : (905) 768-7632 Fax : 768-1225 Email : Carolyn.king@newcreditfirstnation.com Send correspondance to Chief and Margaret Salt, CC Carolyn King						

Walpole Island First Nation (Bkejwanong Territory)						December 4, 2013 2:30 pm: AG left message with Dean Jacobs as reception noted that Mr. Jacobs and Mr. Macbeth both in a meeting. In message, asked Mr. Jacobs to confirm receipt of TOR and whether he is the main contact, or whether Jared Macbeth and/or chief to be contacted.	X
Walpole Island First Nation (Bkejwanong Territory)	Y	Y Jamie Hollingsworth sent email letter suggesting August 22, 2013 10:30 am meeting date Jamie Hollingsworth called on August 15, 2013 and left message; call back received from Mr. Jared MacBeth (WIFN) August 15, 2013. -Mr. MacBeth requested site meeting ASAP; suggested August 20, 2013 2:30 or 3pm.		Y - Invited Aug14 -Jamie Hollingsworth attended on Aug 20, 2013 from 3-4:30 pm At August 20, 2013 meeting -site was reviewed from elevated position near site entrance Items discussed included: -current Cell 8 construction and history of operations - transition from CRA to Burnside that week and anticipated completion of ToR -inclusions of revised ToR WIFN interested in: -names of original surveyors of Town -maps, property surveys or air photos -history of existing landfill and change of land use over time -Mr. Hollingsworth to provide requested information, though not in ToR -WIFN interested in participation in field work and EA process (JH to look into waiver for field work)	Phone call between Jamie Hollingsworth and Jared MacBeth August 15, 2013: -Mr. MacBeth requested site meeting ASAP; suggested August 20, 2013 2:30 or 3pm. -Mr. MacBeth noted work experience with Kent Hunter (RJB) and comfort in know RJB involved in St. Mary's Project -Mr. MacBeth unsure how will complete his review work (from another consultant?) -Mr. MacBeth noted that wants to see the Town's landfill site including: - Existing conditions -historical ecology -types of restoration needed. -Mr. MacBeth noted that prefers alternative with little or no impacts -Mr. Hollingsworth noted that no current concerns with site from operations or monitoring perspective, and that well under way construction for Cell 8.	December 4, 2013 2:30 pm: AG left message with Dean Jacobs as reception noted that Mr. Jacobs and Mr. Macbeth both in a meeting.	
Aamjiwnaang First Nation	Y		Y – received September 5, 2013		Confirmation of Interest Form (dated August 23, 2013) received September 5, 2013 in letter from Shanilyn Johnson. Noted that received introduction letter (Aug 15) and that Aamjiwnaang FN interested in project. Requested in COI Form to remain on project mailing list and receive a copy of updated ToR. **ToR needs to be sent.**	To be secondary contact as per conversation on December 4, 2013 with Wilson Plain's Jr.	
Aamjiwnaang First Nation	Y	Phone call from AFN Aug 22. Indicated interest in project, would complete COI form and return shortly.				December 4, 2013 3:05 PM: AG spoke with Wilson Plains Jr. As Ms. Johnson not in (according to reception). To be secondary contact as per conversation on December 4, 2013 with Wilson Plain's Jr	
Aamjiwnaang First Nation	Y	Phone call from AFN Aug 22. Indicated interest in project, would complete COI form and return shortly.				December 4, 2013 3:05 PM: AG spoke with Wilson Plains Jr. As Ms. Johnson not in (according to reception). Mr. Plains confirmed receipt of revised TOR and noted that currently reviewing. Said that would send information requests or comments soon. Confirmed that would be primary contact, that Ms. Johnson and Chief to be secondary contacts. Confirmed address. Was notified that could contact either PM if any questions or comments.	
Chippewas of Kettle and Stony Point First Nation							
Chippewas of Kettle and Stony Point First Nation	Y					Reference only as per contact with Suzanne Bressette on December 4, 2013. Mailing address updated December 12, 2013 as per conversation on December 4, 2013.	
Chippewas of Kettle and Stony Point First Nation		Phone call Aug 26, 2013. Follow up email sent Aug 26 to provide project info and request copy of consultation protocol.			On Aug 26 phone call, Sue noted that community has newly approved Consultation Protocol. Recommended sending email with project details and she will forward protocol to us.	December 4, 2013 3:26 PM: AG spoke with Suzanne Bressette. Ms. Bressette unsure if had received TOR but would send confirmation notification to project team when did. Confirmed that Thomas Bressette still Chief and provided updated mailing address. Confirmed Chief's and her contact information Said that she to be main contact; Chief reference only.	
Mississaugas of the New Credit First Nation	Y						
Mississaugas of the New Credit First Nation		Added to list Sept 9, 2013 as per AG conversation with Carolyn King. Send future correspondence to Chief and Margaret Salt. CC Carolyn King				December 4, 2013 3:40 PM: AG left message at Consultation and Outreach Office for Margaret Salt. Noted that confirming receipt of Revised TOR and who main contact should be for Mississaugas of the New Credit. Asked to email AG (provided email address) once received voicemail, Provided James Hollingsworth's phone number in case hadn't received TOR, or if had questions or comments. No call/email back to confirm contact details. Leave on consultation list until confirmation of main contact for agency. Cell # added December 12, 2013 as per # forwarded to by reception on December 4, 2013.	
Mississaugas of the New Credit First Nation	Y	Phone call Aug 26, 2013. No voicemail- got several busy signals. Will try again. AG spoke with Ms. King on Sept 9, 2013. Confirmed contact details and process. Received Project Re-Intro Letter and would like to remain on contact list and receive copy of ToR. **Send copy of ToR, CC Chief Bryan Laforme and Margaret Salt.**				December 4, 2013 3:40 PM: AG left message at Consultation and Outreach Office for Margaret Salt. No call/email back to confirm contact details. Leave on consultation list until confirmation of main contact for agency.	

Caldwell First Nation	Chief	Louise	Hillier	P.O. Box 388 Lemington ON N8H 3W3	Phone : (519) 678-3831 Fax : 322-1533 Email : lmh@porchlight.ca;cfnchief@live.com				Y (to old address: 10297 Talbot Trail, Blenheim, ON N0P 1A0)	Carrie Ann Peters, Caldwell First Nation - January 11, 2013 Our main concern will be the effects this will have on habitats, the water, and any animal that may be in the area for food/shelter. Once ToR and EA are established, if we could set up a meeting for consultation to better get an idea of Project details and processes.	Comment noted. See addition noted in WIFN correspondence.
Caldwell First Nation	Ms.	Carrie Ann	Peters	P.O. Box 388 Lemington ON N8H 3W3	Email : health@caldwellfirstnation.com						
Six Nations of the Grand River	Chief	Ava	Hill	P.O. Box 5000 Ohsweken ON N0A 1M0	Phone : (519) 445-2201 Fax : 445-4208 Email : avahill@sixnations.ca;				Y (To old address: 1695 Chiefswood Road, Ohseweken, ON)	Joanne Thomas, Consultation Point Person, Six Nations Land and Resources - Dec. 14, 2012. (same request was emailed on January 8, 2013 directly to CRA) Six Nations would like a representative from St. Marys Landfill to come to a meeting to give us more information on the expansion. Due to capacity issues, I do not think we can get our comments in by Dec. 24, 2012. But still like to meet to discuss the expansion.	Jim Yardley of CRA replied in an email on December 19, 2012 as follows: "Your request for a meeting has been forwarded to me and I have discussed this with the Town staff. The Town is willing to discuss the Terms of Reference with you and that once the Terms of Reference have been approved and the Environmental Assessment is commenced, consultation is a key element to the program. Walpole Island First Nation has made a similar request for additional information regarding the Environmental Assessment. At this time, a meeting has not been set-up, but a commitment has been made to meet with Walpole Island First Nation in late March or early April and prior to the start of the field work at the Site. This meeting would most likely occur in St. Marys and would include a site visit/ tour. I am willing to discuss this project with you at anytime, as well as to discuss and determine the appropriate time and place for a meeting on this matter." See addition noted in WIFN correspondence.
Six Nations of the Grand River	Ms.	Joanne	Thomas	Consultation Point Person P.O. Box 5000 Ohsweken ON N0A 1M0 Phone: (519) 445-2563	Email : jthomas@sixnations.ca						
Six Nations of the Grand River	Ms.	Caron	Smith	P.O. Box 5000 Ohsweken ON N0A 1M0 Phone: (519) 445-2563	Email : csmith@sixnations.ca						
Haudenosaunee Development Institute	Ms.	Hazel	Hill	Interim Director Six Nations of the Grand River Territory 16 Sunrise Court Suite 407, PO Box 714 Ohsweken ON N0A 1M0	Phone : (519) 445-4222-755-2769 Fax : (519) 445-2389 Email : hdi2@bellnet.ca						
Haudenosaunee Confederacy Chiefs Council	Chief	Allen	MacNaughton	P.O Box 714 Ohsweken ON N0A 1M0	Phone : 519-755-2769						
Windsor Essex Metis Council	Mr.	George	Johnson	President 145-600 Tecumseh Road East Windsor ON N8X 4X9					Y		

Caldwell First Nation	Y					December 4, 2013 3:47 PM: AG left message for Louise Hillier. Noted that following up with receipt of Revised TOR, and to contact James Hollingsworth (provided phone number) if had any comments or concerns.	
Caldwell First Nation	Jamie Hollingsworth sent email to Ms. Carrie Anne Peters August 14, 2013 proposing August 22, 2013 10:30 am site meeting			N - Sent invite Aug 14 - Unable to attend on Aug 21 - Invited to meeting August 20 3pm, 2103 via phone call August 15, 2013 - Meeting date yet TBD	Email received from Ms. Carie Anne Peters August 14, 2013 noting that could not attend proposed August 22 date. Mr. Hollingsworth called Ms. Peters August 15.2013: -Noted that August 20, 3pm available for meeting -Ms. Peters noted that chief away that week -Mr. Hollingsworth noted that construction on site means only one Caldwell FN rep needed. -Ms. Peters said would confirm if August 20, 2013 worked -Mr. Hollingsworth explained EA and TOR process and status of project -Mr. Hollingsworth noted that can send draft TOR if requested Email comment received from Carrie Anne Peters September 16, 2013 as follow up to meeting; inquired whether any changes to project and whether ToR or EA available yet. -Email response sent by Mr. Hollingsworth September 23, 2013 noting that no significant changes & that team will finalize ToR based off of MOE and Town of St. Mary's comments, and send to Caldwell First Nation.		
Six Nations of the Grand River	Y			N –August 15, 2013 JH spoke with Joanne Thomas and proposed August 20, 2013 meeting; Ms. Thomas declined; date yet to be determined.	2 phone calls between Jamie Hollingsworth (RJB) and Joanne Thomas (Six Nations) on August 15, 2013. Items discussed: -potential meeting August 20, 2013 -Ms. Thomas noted that Six Nations has Consultation and Accommodation Policy, currently being updated Email received from Ms. Thomas August 15, 2013: -included link to Policy mentioned in call -declined proposed site meeting dates of August 20 and 22, 2013 -suggested that meeting date TBA soon. Email received By Jamie Hollingsworth from Ms. Caron Smith November 8, 2013 in response to Capacity Expansion EA TOR. Noted that Six Nations is interested in project and would like to have a copy of the updated TOR. Email response sent by Jamie Hollingsworth November 8th noting that TOR to be sent in near future and that Ms. Smith will be added as primary contact for mailing list. Email response received from Ms. Caron Smith November 8, 2013 requesting that the Chief continue to be primary contact with her copied. Ms. Smith's email address added as per this request. Email response sent by Jamie Hollingsworth November 8, 2013 confirming that would continue to send to Chief and copy Ms. Smith in correspondence.	New Chief information added December 12, 2013 as per conversation between AG and Joanne Thomas on December 4, 2013. Ms. Thomas noted that new Chief as of November 2013 and that Chief to be main contact for correspondence with Copy to Joanne Thomas.	
Six Nations of the Grand River	Jamie Hollingsworth sent email letter to Joanne Thomas August 14, 2013 proposing meeting date of August 22, 2013 at 10:30 am.			N - Sent invite Aug 14 - Unable to attend on Aug 21		December 4, 2013 3:49 PM: AG spoke with Joanne Thomas. Confirmed that aware of project, but unsure if received Revised TOR as was sent to Chief's office. Noted to send correspondence to Chief but to put "ATTENTION: Joanne Thomas" so it's forwarded to her as well. Provided updated contact information for new Chief. AG noted that would update contact list, and reminded Ms. Thomas to contact either PM (provided Mr. Hollingsworth's contact information) if any questions or concerns.	
Six Nations of the Grand River	Email received from Joana indicating Caron Smith would be a contact regarding the archaeological findings.					December 20, Email sent to Caron Smith to arrange a meeting in the new year.	
Haudenosaunee Development Institute	Letter sent by courier to HDI July 11, 2013 informing them of TOR, included copy of draft TOR for review. (Different than re-intro letter as they had not been involved in project previously) Letter received July 12, 2013 by HDO (as confirmed by Joanne General via email August 15, 2013).	July 22, 2013: attempted to reach by telephone (519-755-2769). Left message with receptionist. July 29, 2013: Attempted to reach by email (hdi2@bellnet.ca) Aug. 9, 2013: attempted to reach by telephone (519-445-4222). Left voicemail message. Called August 12, 2013. Received email from Joanne General August 15, 2013 confirmed that letter (dated July 11) received as well as August 12, 2013 phone call.			Email received August 15, 2013 from Joanne General noting that she is the office manager at HDI, that sent mail to RJB in response to letter received July 12, 2013 (dated July 11), and call received August 12, 2013. Asked to disregard error in letter stating that RJB has a file number with HDI. Email response sent by Jamie Hollingsworth August 15, 2013 requesting copy of letter, as hadn't been received. Response email from Joanne General received August 15, 2013 with attached letter from Hazel Hill (HDI). Attached letter dated August 14, 2013 noted that Haudenosaunee have treaty rights in Project area, therefore RJB must adhere to Lands Rights Statement, Haudenosaunee Green Plan and Haudenosaunee Development Protocol. Application of Engagement to be submitted to HDI. Included attached Application Form. Email and letter forwarded to Tricia Radburn on August 15, 2013 with notes on application details (regarding fees and strategy for application).	December 4, 2013 4:14 PM: AG spoke with Hazel Hill. Ms. Hill confirmed receipt of Revised TOR but still reviewing as short staffed. Ms. Hill concerned that more standard mode of consultation necessary to ensure compliance with HDI requirements and ensure that Treaty Rights and Impacts are addressed. Suggested meeting in future and review of online guidelines regarding Treaty Rights and consultation process. Noted confirmation that HDI had been engaged as per conversation, as has not been yet to date.	
Haudenosaunee Confederacy Chiefs Council	Letter sent by registered mail to HDI July 11, 2013 informing them of TOR, included copy of draft TOR for review. (Different than re-intro letter as they had not been involved in project previously)	July 22, 2013: attempted to reach by telephone (519-755-2769). Left voicemail message. Follow up letter sent July 29, 2013. Aug. 9, 2013: succeeded in reaching Chief Allen MacNaughton by telephone (519-755-2769).			Record of Telephone conversation between Jamie Hollingsworth and Chief as follows: "I told him I was following-up on the proposed Terms of Reference (TOR) for the Town that had been sent to him (by registered letter) about a month ago. He said that he has not received anything, but in any event we should be communicating with HDI and not him. HCCC has passed a resolution that HDI acts on their behalf for such reviews. I asked him if he could send me a letter to this effect and he said no, he will not. He said that I should follow-up with HDI and get direction from them. He then asked if I had sent the TOR to HDI. When I told him that I have sent it to HDI he said that was good. I thanked him for his time and we disconnected the call." **Based on this, Burnside will remove HCCC from any further communications regarding the TOR and the subsequent EA efforts.**		
Windsor Essex Metis Council							

Métis Nation of Ontario	Mr.	James	Wagar	Manager of Natural Resources Lands, Resources and Consultations Suite 311, 75 Sherbourne Street, Toronto ON M5A 2P9	Phone : (416) 977-9881 ext. 107 Fax : (416) 977-9911 Email : jamesw@metisnation.org Copy : consultation@metisnation.org In email to James						
Métis Nation of Ontario	Mr.	Gary	Lipinksi	500 Old St. Patrick St., Unit 3 Ottawa ON K1N 9G4	Phone : (613) 798-1488 Fax : (613) 722-4225				Y		
Association of Iroquois and Allied Indians	Director			387 Princess Avenue London ON N6B 2A7		Y					
Association of Iroquois and Allied Indians	Ms.	Rolanda	Elijah	387 Princess Avenue London ON N6B 2A7			Y				
Association of Iroquois and Allied Indians	Deputy Grand Chief	Denise	Stonefish	387 Princess Avenue London ON N6B 2A7	Fax : (519) 679-1653 Email : dstonefish@aiai.on.ca						

						Removed from contact list December 12, 2013 as per conversation with Andrew Good on December 5, 2013. Andrew noted that no longer on Council. Forwarded to Peter Rivers (519-980-6369). Peter said that there was no need to contact him; that James Wagar to be main contact and would forward information to Mr. Rivers.	
Métis Nation of Ontario		Left message Aug 26, 2013 AG spoke with Mr. Wagar Sept 9, 2013. Has not received Project Re-Intro Letter; please forward **Re-Intro Letter along with ToR**. Wishes to remain on mailing list. **Email correspondence preferred.** **Call back in 2 weeks to confirm receipt of information**				December 5, 2013 4:00 PM: AG spoke with James Wagar. Mr. Wagar said he had not received the Revised TOR yet, but likely on the way. Asked AG to update records and send consultation to Gary Lipinski (by mail), Mr. Wagar (email) and copy consultation email to allow processing. AG provided Mr. Hollingsworth's phone number if any concerns about project. AG added consultation email as per conversation.	
Métis Nation of Ontario	Y					Send correspondence by mail to Mr. Lipinski and by email to James Wagar with CC to consultation email address (as per December 5, 2013 conversation with James Wagar).	
Association of Iroquois and Allied Indians							
Association of Iroquois and Allied Indians							
Association of Iroquois and Allied Indians	Y	AG called and left message on Sept 9, 2013. AG emailed on September 13, 2013.				December 5, 2013 4:35 PM: AG called but not correct phone number (residential number). Phone number removed as incorrect. December 5, 2013 4:15 PM: AG sent email to Denise Stonefish to inquire whether had received Revised TOR and to confirm who main contact is. Provided contact information for James Hollingsworth and Dave Blake in case any concerns, or if had not received TOR.	

BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Attachment E3a

Aboriginal Consultation Summary

Project Name: Town of St. Marys Future Soild Waste Disposal Needs
Client Name: The Corporation of the Town of St. Marys
Project No.: 300032339

Agency/Organization	Title	First Name	Last Name	Position	Address 1	Address 2	City	Province	Postal Code	Email	Telephone	Fax
Canadian Transportation Agency - Rail, Air and Marine Disputes Directorate	Mr.	Luc	Fortin	Senior Environmental Officer	15 Eddy Street		Gatineau	QC	K1A 0N9	luc.fortin@otc-cta.gc.ca	(819) 953-2238	(819) 953-8353
Department of Fisheries and Oceans Canada - Southern Ontario District	Mr.	Paul	Savoie	Regional Environmental Assessment Analyst	District Office, 3027 Harvester Road	Unit 304	Burlington	ON	L7R 4K3		(905) 639-8687	(905) 639-3549
Environment Canada - Ontario Region	Mr.	Rob	Dobos	Manager, Environmental Assessment Section	867 Lakeshore Road	P.O. Box 5050	Burlington	ON	L7R 4A6	rob.dobos@ec.gc.ca	(905) 336-4953	(905) 336-8901
Transport Canada - Ontario Region (PHE) Environment and Engineering				Environmental Coordinator	4900 Yonge Street		North York	ON	M2N 6A5	EnviroOnt@tc.gc.ca		(416) 952-0514
Hydro One Networks Inc.	Mr.	Walter	Kloostra	Sustainment Investment Planning	483 Bay Street	North Tower, 15th Flo	Toronto	ON	M5G 2P5	w.d.kloostra@hyrdoone.com	(416) 345-5114	(416) 345-5443
Ministry of Agriculture, Food and Rural Affairs- West-Central Region	Ms.	Carol	Neumann	Rural Planner	6484 Wellington Road 7	Unit 10	Elora	ON	N0B 1S0	carol.neumann@ontario.ca	(519) 846-3393	(519) 846-8178
Ministry of Infrastructure - Ontario Growth Secretariat, Growth Policy, Planning and Analysis Branch	Mr.	Andrew	Theoharis	Manager (A), Growth Policy	777 Bay Street	4th Floor, Suite 425	Toronto	ON	M5G 2E5	andrew.theoharis@ontario.ca	(416) 325-5794	(416) 325-7403
Ministry of Municipal Affairs and Housing- Western Municipal Service Office	Mr.	Bruce	Curtis	Manager, Community Planning and Development	659 Exeter Road	2nd Floor	London	ON	N6E 1L3	bruce.curtis@ontario.ca	(519) 873-4026	(519) 873-4018
Ministry of Natural Resources- Guelph (Southern Region)	Mr.	David	Marriot	District Planner (A)	1 Stone Road West		Guelph	ON	N1G 4Y2	mike.stone@ontario.ca; david.marriott@ontario.ca	4955; (519) 826-4912; (519) 826-4929 (David	(519) 826-4929
Ministry of Tourism, Culture and Sport, Culture Services Unit	Ms.	Paula	Kulpa	Land Use Planning, Culture Services Unit	401 Bay Street	Suite 1700	Toronto	ON	M7A 0A7	paula.kulpa@ontario.ca	(416) 314-7137	(416) 314-7175
Ontario Power Generation	Ms.	Susan	Rapin	Director, Environment Services	700 University Avenue		Toronto	ON	M5G 1X6	susan.rapin@opg.com	(416) 592-6399	
Bell Canada, Municipal Operations Centre	Mr.	John	Lachapelle		100 Borough Drive	Floor 5 Blue	Scarborough	ON	M1P 4W2			
Enbridge Gas Distribution Inc.	Mr.	Vince	Cina	Supervisor, Planning and Design	500 Consumers Road		North York	ON	M2J 1P8			
MTS – Allstream					50 Worcester Road		Etobicoke	ON	M9W 5X2	utility.circulations@mtsallstream.com	(416) 649-7527	
Rogers Communications	Ms.	Marian	Wright	Planning Coordinator	3573 Wolfedale Road		Mississauga	ON	L5C 3T6	Marion.Wright@rci.rogers.com	(905) 897-3914; (888) 764-3771	
Upper Thames Conservation Authority				Planner	1424 Clarke Road		London	ON	N5V 5B9	infoline@thamesriver.on.ca	(519) 451-2800	(519) 451-1188
Union Gas Limited	Ms.	Lindsay	Robinson	District Engineer	PO Box 2001		Chatham	ON	N7M 5M1		(519) 352-3100	
Consultation and Accommodation Unit (CAU) Ontario Office										UCA-CAU@aadnc-aandc.gc.ca (use 'Aboriginal consultation information'		
Ministry of Aboriginal Affairs - Policy and Relationships Branch										MAA.EA.Review@ontario.ca		
Infrastructure Ontario	Mr.	Keith	Noronha	Environmental Management, Team Assistant						Keith.Noronha@infrastructureontario.c	(416) 327-2755	
Environmental Assessment Coordination, Environment Unit, Lands and Trusts Services					25 St. Clair Avenue East	8th Floor	Toronto	ON	M4T 1M2	EACoordination_ON@aadnc-aandc.gc.ca		
Canadian Environmental Assessment Agency - Ontario Region	Ms.	Anjala	Puvananathan	Ontario Region Director	55 St. Clair Avenue East	Suite 907	Toronto	ON	M4T 1M2	anjala.puvananathan@ceaa-acee.gc.c	(416) 952-1575	(416) 952-1573
Department of Fisheries and Oceans Canada - Fish Habitat Management	Ms.	Sara	Eddy	Senior Habitat Biologist, Ontario-Great Lakes Area	District Office	867 Lakeshore Road	Burlington	ON	L7R 4A6	sara.eddy@dfo-mpo.gc.ca	(905) 336-4535	(905) 336-6286
Hydro One Inc.	Mr.	Tony	Ierullo	Manager	483 Bay Street	North Tower, 14th Flo	Toronto	ON	M5G 2P5	ierullo@HydroOne.com	(416) 345-5213	(416) 345-5395
Hydro One Real Estate Management	Ms.	Joan	Zhao		185 Clegg Road		Markham,	ON	L6G 1B7	Joan.Zhao@HydroOne.com	(905) 946-6230	
Hydro One Networks Inc.	Mr.	Walter	Kloostra	Sustainment Investment Planning	483 Bay Street	North Tower, 15th Flo	Toronto	ON	M5G 2P5	w.d.kloostra@hyrdoone.com	(416) 345-5114	(416) 345-5443
Ministry of Environment - Environmental Assessment and Approvals Branch										MEA.NOTICES.EAAB@ontario.ca		
Ministry of the Environment - London Regional and Distict Office, Southwestern Region				Planner and Environmental Assessment Coordinator	733 Exeter Road		London	ON	N6E 1L3		code 519: 1-800-265-7672 (519) 873-5000	(519) 873-5020
Ministry of Transportation - Southwestern Region	Mr.	Kevin	Bentley	Manager- Engineering Office	659 Exeter Road		London	ON	N6E 1L3	kevin.bentley@ontario.ca	(519) 873-4373	(519) 873-4388
Ontario Provincial Police- Operations Policy and Strategic Planning Bureau	Ms.	Paula	Brown		777 Memorial Avenue	3rd Floor	Orillia	ON	L3V 7V3	Paula.Brown@ontario.ca	(705) 329-6903	
Ministry of Health and Long-Term Care	Mr.	Tony	Amalfa	Manager, Environmental Health Policy and Programs	393 University Avenue	21st Floor	Toronto	ON	M7A 2S1	tony.amalfa@ontario.ca	(416) 327-7634	(416) 327-0984
Bell Canada	Ms.	Wendy	Lefebvre	Design Manager, Access Network	5115 Creekbank Road West	3rd Floor	Mississauga	ON	L4W 5R1	wendy.lefebvre@bell.ca	(905) 219-4558	(416) 701-6489
Bell Canada	Mr.	Scott	Moon	Implementation Department	5115 Creekbank Road	3rd Floor, West Towe	Mississauga	ON	L4W 5R1	scott.moon@bell.ca	(905) 219-4558	(416) 701-6489
Festival Hydro	Ms.	Kathy	Pearson	Engineering	Head Office Attention:Kathy Pearson	P.O. Box 397	Stratford	ON	N5A 6T5		(519) 271 4700 ext. 203	(519) 271 7204
Rogers Business Solutions	Mr.	Tony	Basson	Director of Environment and Sustainability	1 Mount Pleasant Road		Toronto	ON	M4Y 2Y5		(416) 935-3140	
Telus												
Enbridge Pipelines Ltd.	Ms.	Ann	Newman	Crossing Co-ordinator	801 Upper Canada Drive	P.O. Box 128	Sarnia	ON	N7T 7H8			
Perth District Health Unit	Dr.	Miriam	Klassen	Medical Officer of Health & Chief Executive Officer	653 West Gore Street		Stratford	ON	N5A 1L4	Web: http://www.pdhu.on.ca	(519) 271-7600	(519) 271-2195

Project Name: Town of St. Marys Future Soild Waste Disposal Needs
Client Name: The Corporation of the Town of St. Marys
Project No.: 300032339

Agency/Organization	Title	First Name	Last Name	Position	Address 1	Address 2	City	Province	Postal Code	Email	Telephone	Fax
Trans Canada Corporation- Community, Safety and					Community, Safety and Environment	450 - 1 Street SW	Calgary	AB	T2P 5H1	cs_e@transcanada.com	1.855.920.1909	1.403.920.2397
Trans-Northern Pipelines Inc.	Mr.	Satish	Korpal	Coordinator, Crossings and Facilities	45 Vogell Road	Suite 310	Richmond Hill	ON	L4B 3P6	skorpal@tnpi.ca	(905) 770-3353 ext. 211	(905) 770-8675
Ausable Bayfield Conservation Authority				Planner	R.R # 3	71108 Morrison Line	Exeter	ON	N0M 1S5	info@abca.on.ca	Toll Free: 1-888-286-2610; (519) 235-2610	(519) 235-1963
St. Marys Fire Department	Mr.	Dennis	Brownlee	Fire Chief	172 James St. S	P.O. Box 2975	St. Mary's	ON		dbrownlee@town.stmarys.on.ca	Tel: 519-284-1752	Fax: 519-284-1751
County of Perth Ambulance	Mr.	Cliff	Eggleton	EMS Deputy Chief/Operations Manager	187 Erie Street, 2nd Floor		Stratford	ON	N5A 2M6	www.perthcounty.ca	(519) 273-7382 ext. 224	
Heritage St. Marys	Mr.	Larry	Pfaff	Co-Chairperson	P O Box 998	St. Marys Town Hall	St. Marys	ON	N4X 1B6	Cultural Services Email:		
Heritage St. Marys	Ms.	Jan	Mustard	Co-Chairperson	P O Box 998	St. Marys Town Hall	St. Marys	ON	N4X 1B6		Tel: 519-284-3556	519-284-3881
Middlesex (London) OPP Dispatch	Mr.	Steve	Porter	Inspector	823 Exeter Road		London	ON	N6E 1W1		519-681-0300	519-680-2649
Avon Maitland District School Board				Planner	Board Education Centre	62 Chalk Street N.	Seaforth	ON	N0K 1W0	info@fc.amdsb.ca	(519) 527-0111 or 1-800-592-5437	(519) 527-0222
Huron Perth District Catholic School Board				Planner	Board Office, 87 Mill Street	P.O. Box 70	Dublin	ON	N0K 1E0		(519) 345-2440	(519) 345-2449
Conseil scolaire Viamonde				Planner	116 Cornelius Pkwy		North York	ON	M6L 2K5	www.csviamonde.ca/csviamonde	(416) 614-0844	(416) 397-2012
Conseil scolaire de district des écoles catholiques du Sud-Ouest					7515 Forest Glade Promenade		Windsor	ON	N8T 3P5	Website: vibe.csdecso.on.ca	(519) 948-9227	(519) 948-1091
Canadian Pacific Railway- Pension Real Estate/ Land Management Office					ATTN: Pension Real Estate/Land Management	1290 Central Parkway	Mississauga	ON	L5C 4R3			
CN Rail	Mr.	Stefan	Linder	Manager, Public Works Design and Construction	4 Welding Way (off Administration Road)		Vaughan	ON	L4K 1B9	stefan.linder@cn.ca	(905) 669-3264	(905) 760-3406
The Corporation of the Town of St. Marys	Mr.	David	Blake	Environmental Coordinator	408 James Street South	P.O. Box 998	St. Marys	ON	N4X 1B6	dblake@town.stmarys.on.ca	519-284-2340 Ext. 209	519-284-0902
Township of Perth South	Ms	Lizet	Scott	Clerk	3191 Road 122		St. Pauls	ON	N0K 1V0	lscott@perthsouth.ca	519-271-0619 ext. 224	519-271-0647
Perth County	Ms.	Kerri Ann	O'Rourke	County Clerk	Office of Chief Administrative Officer	1 Huron Street	Stratford	ON	N5A 5S4		519-271-0531	519-271-2723

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Attachment E3b

Consultation with HDI and HCCC

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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July 11, 2013

Via: Registered Mail

Chief Allen MacNaughton
Haudenosaunee Confederacy Chiefs Council
RR 2
Ohsweken ON N0A 1M0

Attention: Chief Allen MacNaughton:

Re: Proposed Terms of Reference, St. Marys Future Solid Waste Disposal Needs Environmental Assessment (Amended)
File No.: 300032339.0000

The Town of St. Marys (Town), supported by its engineering consultant R.J. Burnside & Associates Ltd., has commenced an individual Environmental Assessment (EA) under the Ontario *Environmental Assessment Act (EA Act)* for the identification and selection of a preferred Solid Waste Disposal option for the Town.

Under the EA Act, the first step in the EA process is the preparation of proposed Terms of Reference (ToR). Once approved by the Minister of the Environment the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA.

In accordance with the *EA Act* and the "Code of Practice: Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario" (Ministry of the Environment, October, 2009) the Town has prepared a draft ToR and has commenced consultation leading to the preparation, and submission of a proposed ToR to the Minister for a decision. A copy of the most recent revision of the Town's draft proposed ToR accompanies this letter.

In consultation with the Ministry of the Environment's Environmental Assessment and Approvals Branch, you have been identified as potentially having an interest in the Town's environmental assessment.

Could you please advise us by August 11, 2013, if the Town's EA and the accompanying draft proposed ToR are of interest and let us know if you wish to engage in further consultation on the project? A brief letter, fax or e-mail message to that effect would be appreciated. My contact details are as follows:

James Hollingsworth, P.Eng.
Manager Solid Waste Services
R.J. Burnside & Associates Ltd.
1465 Pickering Parkway, Suite 200
Pickering ON L1V 7G7
Phone: 905.420.5777 x 803
Fax: 905.420.5247
Email: Jamie.Hollingsworth@rjburnside.com

The Town is also interested in any questions or comments you may have on the enclosed draft ToR. Please also send these to my attention by the same date so that they can be fully considered in the ToR's finalization. Having expressed an interest in the project we will ensure that your questions, comments and other input is sought throughout the remaining stages of the EA, during the coming year.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Manager, Solid Waste Services
JRH:cv

c: David Blake, Town of St. Marys (No enclosures) (Via: Mail)

Encl: Two (2) paper copies and one (1) digital copy of *Proposed Terms of Reference, St. Marys Future Solid Waste Disposal Needs Environmental Assessment (Amended)*

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10/07/2013 3:51 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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July 11, 2013

Via: Courier

Hazil Hill
Haudenosaunee Development Institute
Six Nations of the Grand River Territory
16 Sunrise Court, Suite 417, P.O. Box 714
Ohsweken, Ontario N0A 1MO

Attention: Hazil Hill:

Re: Proposed Terms of Reference, St. Marys Future Solid Waste Disposal Needs Environmental Assessment (Amended)
File No.: 300032339.0000

The Town of St. Marys (Town), supported by its engineering consultant R.J. Burnside & Associates Ltd. (Burnside), has commenced an individual Environmental Assessment (EA) under the Ontario *Environmental Assessment Act (EA Act)* for the identification and selection of a preferred Solid Waste Disposal option for the Town.

Under the EA Act, the first step in the EA process is the preparation of proposed Terms of Reference (ToR). Once approved by the Minister of the Environment the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA.

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In consultation with the Ministry of the Environment's Environmental Assessment and Approvals Branch, you have been identified as potentially having an interest in the Town's environmental assessment.

Could you please advise us by August 11, 2013, if the Town's EA and the accompanying draft proposed ToR are of interest and let us know if you wish to engage in further consultation on the project? A brief letter, fax or e-mail message to that effect would be appreciated. My contact details are as follows:

James Hollingsworth, P.Eng.
Manager Solid Waste Services
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1V 7G7
Phone: 905.420.5777 x 803
Fax: 905.420.5247
Email: Jamie.Hollingsworth@rjburnside.com

The Town is also interested in any questions or comments you may have on the enclosed draft ToR. Please also send these to my attention by the same date so that they can be fully considered in the ToR's finalization. Having expressed an interest in the project we will ensure that your questions, comments and other input is sought throughout the remaining stages of the EA, during the coming year.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Manager, Solid Waste Services
JRH:cv

c: David Blake, Town of St. Marys (No enclosures) (Via mail)

Encl: Two (2) paper copies and one (1) digital copy of Proposed Terms of Reference, St. Marys Future Solid Waste Disposal Needs Environmental Assessment (Amended)

130711 Hill 032339 .docx
10/07/2013 3:50 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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July 29, 2013

Via: Mail

Chief Allen MacNaughton
Haudenosaunee Confederacy Chiefs Council
RR 2
Ohsweken, ON N0A 1M0

Dear Chief Allen MacNaughton:

Re: Proposed Terms of Reference, St. Marys Future Solid Waste Disposal Needs Environmental Assessment (Amended)
File No.: 300032339.0000

The Town of St. Marys has initiated an individual Environmental Assessment (EA) to decide upon a preferred option for their future solid waste disposal needs. On July 11, 2013, Burnside, on the Town's behalf, sent a cover letter and a copy of the proposed Terms of Reference for undertaking this EA to your attention by registered mail. On July 22, 2013 I left a voice mail message in this same regard using an unconfirmed phone number that Burnside has used previously for contacting the Haudenosaunee Confederacy Chiefs Council (HCCC) on other projects.

Per our previously mailed package, the Town is looking for any comments that the HCCC may have on the proposed Terms of Reference. Alternatively, if the HCCC has no interest in this EA effort, Burnside can remove you from the contact list. In order to continue our process forward, we respectfully request your comments, questions or desire to be removed from the mailing list by August 11, 2013.

Further, it would be appreciated if you can please provide updated phone, fax and email information for yourself and the HCCC. This will be most helpful for our future communications on this project or other projects. Burnside, and our sister company Neegan Burnside Ltd., are very active on projects in southwestern Ontario, where HCCC may have interests.

If I can be of any further assistance, please do not hesitate to contact me by phone, email or fax. My contact details are as follows:

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200

Pickering ON L1V 7G7
Phone: 905.420.5777 x 803
Fax: 905.420.5247
Email: jamie.hollingsworth@rjburnside.com

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JH:ls

cc: Mr. David Blake, Town of St. Marys (Via email: dblake@town.stmarys.on.ca)

130729 MacNaughton.docx
29/07/2013 3:04 PM

Jamie Hollingsworth /RJB
08/09/2013 02:52 PM

To: "Dave Blake" <dblake@town.stmarys.on.ca>,
cc: "Chad Papple" <cpapple@town.stmarys.on.ca>, Debanjan Mookerjea/RJB@RJB, Tricia Radburn/RJB@RJB
Subject: St. Marys (300032339) - Contacting HDI and HCCC

Dave;

I have just gotten off the phone trying to follow-up with our submissions to HDI and HCCC. Here is the status:

Haudenosaunee Development Institute (HDI)

I attempted to reach Ms. Hazil Hill of HDI by telephone (519-445-4222). I got HDI's general vmail and left a message. I provided my name, office phone number and indicated that I was following-up on our submission for the Town's proposed Terms of Reference for the waste disposal Environmental Assessment. I asked that Ms. Hill or someone else authorized to comment please give me a call.

I will let you know if I hear anything.

Haudenosaunee Confederacy Chiefs Council (HCCC)

I succeeded in reaching Chief Allen MacNaughton by telephone (519-755-2769). You will recall that the Chief is the contact name we were provided by the MOE. I told him I was following-up on the proposed Terms of Reference (TOR) for the Town that had been sent to him (by registered letter) about a month ago. He said that he has not received anything, but in any event we should be communicating with HDI and not him. HCCC has passed as resolution that HDI acts on their behalf for such reviews. I asked him if he could send me a letter to this effect and he said no, he will not. He said that I should follow-up with HDI and get the direction from them. He then asked if I had sent the TOR to HDI. When I told him that I have sent it to HDI he said that was good. I thanked him for his time and we disconnected the call.

Based on this, Burnside will remove HCCC from any further communications regarding the TOR and the subsequent EA efforts.

Burnside will document this information for use in the TOR. I note that our letters submitting the TOR for review asked for a response by August 11, 2013. We have not seen anything yet, but I will let you know if we do hear anything, get a letter, etc.

Have a great weekend.

Take Care,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247

Haudenosaunee Development Institute

August 14, 2012

Mr. James Hollingsworth, P. Eng.
Manager Solid Waste Services
R.J Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, ON L1V 7G7

Dear Mr. Hollingsworth:

Re: Proposed Terms of Reference, St. Mary's Future Solid Waste Disposal

Thank you for your letter dated July 11, 2013 received in this office on July 12, 2013 and your telephone call received in this office August 12, 2013.

The Haudenosaunee Confederacy Chiefs Council ('HCCC') has legislated the Haudenosaunee Development Institute ('HDI') to represent HCCC interests in the development of lands within areas of Haudenosaunee jurisdiction, including but not limited to the land prescribed by the Haldimand Proclamation and the 1701 Treaty Area.

We can confirm that the Haudenosaunee have treaty rights, in particular in the area contemplated by your Project, including but not limited to, the right to free and undisturbed harvesting. As the proposed Project will have a negative impact upon those treaty rights, the nature and scope of engagement required is significantly above and beyond what is commonly referred to as "consultation".

The HDI has established and administers a regulatory framework, which identifies, registers, and regulates development in compliance with the regulatory obligations outlined in our Lands Rights Statement, the Haudenosaunee Green Plan ('HGP') and Haudenosaunee Development Protocol ('HDP').

Part of that process requires an Application for Engagement to be submitted to the HDI, which I have attached for your ease of reference. The Application for Engagement provides proponents a structured engagement process, which allows the HDI to set up and clarify the nature of what will be impacted by the Project and to determine if those infringements are justified and whether or not they can be accommodated.

Six Nations of the Grand River Territory • Suite 417 - 16 Sunrise Court • P.O. Box 714 • Ohsweken, Ontario N0A 1M0
Telephone • 519.445.4222 *Facsimile* • 519.445.2389 • hdi2@bellnet.ca

We look forward to the receipt of your application at which time we can arrange a convenient time to meet to discuss your Project.

Yours truly,

for Hazel E. Hill
Interim Director
Attach. (3)

HAUDENOSAUNEE DEVELOPMENT PROTOCOL

Definition

1. In this Protocol,

"Authority" means the Haudenosaunee Development Institute ("HDI")

"Proponent" means a person contemplating any development within the Area of Jurisdiction

"Area of Jurisdiction" means that area generally set out by the Haudenosaunee and without limiting the foregoing includes lands described as the Haldimand Tract

Development prohibited

2. Subject to section 3, no person shall undertake development, or permit another person to undertake development in or on the areas within the Authority's Area of Jurisdiction.

Permission to develop

3. The Authority may grant permission for development in or on the areas described in subsection 2 if, in its opinion:

i. the development meets the environmental standards of the Authority; and

ii. the Proponent agrees to enter into such agreements as determined necessary by the Authority; and

iii. the development is in accordance with any Regulations or policies developed pursuant to this Protocol.

Application for permission

4. A signed application for permission to undertake development shall be filed with the Authority and shall contain the following information:

1. Four copies of a plan of the area showing the type and location of the development.

2. The proposed use of the buildings and structures following completion of the development.

3. The start and completion dates of the development.

4. The elevations of existing buildings, if any, and grades and the proposed elevations of buildings and grades after development.

5. Details and a history of the Proponent's title including details pertaining to any purported surrenders of the land by the Haudenosaunee.

6. Drainage details before and after development.

7. A complete description of the type of fill proposed to be placed or dumped.

Cancellation of permission

8. (1) The Authority may cancel permission if it is of the opinion that the conditions of the permission have not been met.

(2) Before canceling permission, the Authority shall give a notice of intent to cancel to the holder of the permission indicating that the permission will be cancelled unless the holder shows cause at a hearing why the permission should not be cancelled.

(3) Following the giving of the notice, the Authority shall give the holder at least five days notice of the date of the hearing.

Validity of permissions and extensions

9. (1) A permission of the Authority is valid for a maximum period of 24 months after it is issued, unless it is specified to expire at an earlier date.

(2) A permission may be extended at the discretion of the Authority for such time period as the Authority deems appropriate.

Appointment of officers

10. The Authority may appoint officers to enforce this Protocol.

Fees

11. The Authority may at its sole discretion set fees for any of the activities contemplated by this Protocol.

Environmental Standards

12. The Authority shall provide for such environmental standards as in its sole discretion are necessary and appropriate.

13. The Authority may from time to time amend the applicable environmental

standards in consultation with the Haudenosaunee Confederacy Chiefs Council.

14. The Authority may establish an Environment Review Commission ('ERC') and appoint members to the ERC.

15. The ERC shall make recommendations to the authority with respect to the application of appropriate environmental standards.

16. The Authority may refer matters to the ERC with respect to determining whether a proponent's application meets the Authority's environmental standards.

17. Members of the ERC may be removed from the ERC at the discretion of the Authority and/or the Haudenosaunee Confederacy Chiefs Council and where there is a conflict with respect to a removal decision as between the Authority and the Haudenosaunee Confederacy Chiefs Council the decision of the Haudenosaunee Confederacy Chiefs Council shall prevail.

General

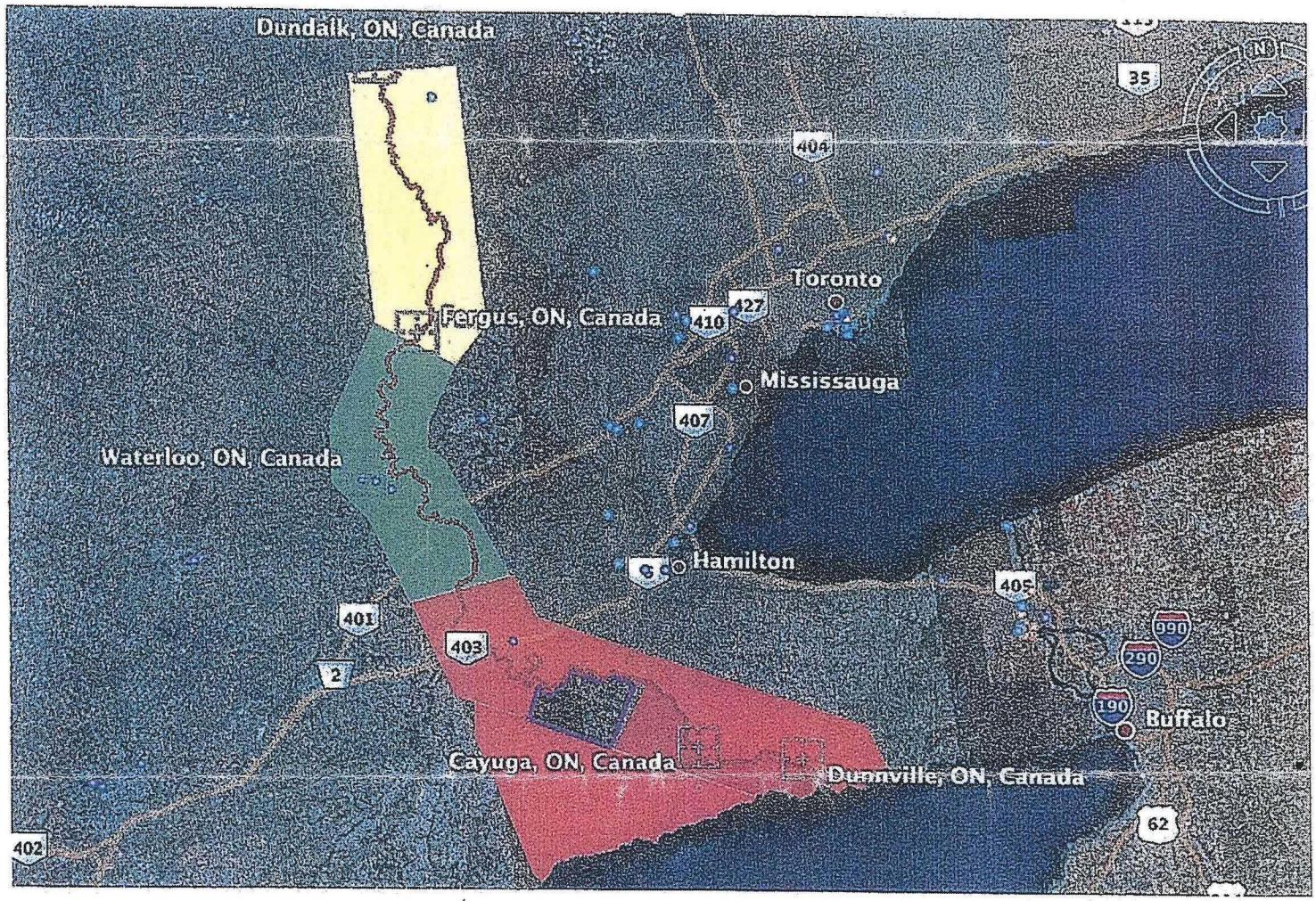
18. The Authority may take such actions as necessary to provide for the implementation of this Protocol which may include the delegation of such activities as required.

19. The Authority may make such Regulations under this Protocol as are necessary to further the objectives of the Protocol and without limiting the foregoing the HDI may make Regulations pertaining to:

1. Land Use Agreements
2. Environmental Standards
3. Application and Permit Fees

Tseh Niyoht Dwayadowehsra Ogwahweja Wihwageh

Haudenosaunee Green Plan



Areas of Concern I

We are proposing 1/4 mile buffer zone on each side of river

Areas of Concern II

Haudenosaunee Places to Grow

Areas of Concern III

Where we have clear land rights

Development within our Areas of Concern

RED ZONE (zero to minimal development)

1/4 mile on each side of river from mouth to source

Haudenosaunee Places to Grow

Land right areas

YELLOW ZONE (Significant Consultation)

GREEN ZONE (Minimal consultation)

where agreed upon compensation such as land use permit and where no serious environmental impact

Haudenosaunee Development Institute

Our Land, Our Law, Our People, Our Future

APPLICATION FOR CONSIDERATION
AND ENGAGEMENT FOR DEVELOPMENT

NOTE: *This application to be completed in quadruplicate.*

SECTION 1: APPLICANT INFORMATION

1.1 Name of applicant and full mailing address:

Tel: _____

Fax No.: _____

1.2 Name of Registered owner(s) of subject land(s) and mailing address:

1.3 Party who is to be contacted about the application (check one):

☐ Applicant ☐ Agent, Planning Consultant ☐ Owner ☐ Surveyor

Name and address:

Tel: _____

Fax No.: _____

Email: _____

SECTION 2: LOCATION OF LANDS PROPOSED TO BE DEVELOPED

2.1 Municipal address:

2.2 Legal description (please attach survey):

2.3 Maps (please attach):

SECTION 3: PROPOSED AND CURRENT LAND USE

3.1 Current land use: (i.e. Agricultural, residential, commercial, industrial, other):

3.2 Proposed use of subject land:

3.3 Are there any buildings or structures on the lands proposed to be developed?
If yes, are these buildings to be retained, demolished or otherwise removed?

SECTION 4: ADDITIONAL INFORMATION FOR THE SITE

4.1 Current zoning: _____

SECTION 5: ARCHAEOLOGY

5.1 Have any archaeology studies been completed? If yes please attach.

5.2 If no archaeology studies have been undertaken to date are any archaeology studies planned? Please include any relevant details.

SECTION 6: LAND TITLE

6.1 Please provide details and a history of the title including any information on the initial Crown patent and how the Crown obtained such patent.

SECTION 7: TIME FRAME

7.1 Please set out the scheduling proposed for the project and any significant dates.

SECTION 8: OTHER PERMITS, LICENCES AND/OR APPROVALS

8.1 Please provide details with respect to any other permits, licences and/or approvals which the Applicant is seeking for the project from any municipal, provincial and/or federal authority.

SECTION 9: APPLICATION FEE

9.1 An application fee is enclosed in the amount of $_____on the basis that the cost of the proposed project is:

- Less than $300,000 (fee of $3,000)
- Greater than $300,000 but less than $500,000 (fee of $5,000)
- Greater than or equal to $500,000 (fee of $7,000)

SECTION 10: OTHER INFORMATION

10.1 The HDI reserves the right to request such other information as it deems necessary in its sole discretion to process this application.

SECTION 11: FORM OF APPLICATION

11.1 This form is provided for information purposes and requests the minimal information required to process an application. An applicant is free to amend the form as necessary and include such other information as necessary.

11.2 Application is to be provided to:

Haudenosaunee Development Institute
16 Sunrise Court, Suite 407
P.O. Box 714
Ohsweken, Ontario
N0A 1M0
Tel: 519.445.4222

SECTION 12: SIGNATURE OF APPLICANT

Name of Applicant:

Signature of Applicant:

Dated this _____ day of _____, 20___.

BURNSIDE

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Attachment E3c

Project Re-Introduction Letters

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Chief Joel Abram
Oneida Nation of the Thames
Oneida of the Thames
2212 Elm Avenue
Southwold ON N0L 2G0

Dear Chief Abram:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

The Environmental Assessment ("EA") will be conducted as an Individual EA under Ontario's *Environmental Assessment Act*. It will, therefore, be conducted in two stages:

- Stage 1: Preparation of the Terms of Reference which outlines how the EA will be carried out; and,
- Stage 2: The EA which will assess various options to address the Town's waste disposal needs.

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At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Oneida Nation of the Thames:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Chief Patrick Waddilove
Munsee-Delaware First Nation
Administration Office
RR# 1, 289 Jubilee Road
Muncey ON N0L 1Y0

Dear Chief Waddilove:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

The Environmental Assessment ("EA") will be conducted as an Individual EA under Ontario's *Environmental Assessment Act*. It will, therefore, be conducted in two stages:

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Munsee-Delaware First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Chief Richard 'Joe' Miskokomon
Chippewas of the Thames First Nation
320 Chippewa Road
RR #1
Muncey ON N0L 1Y0

Dear Chief Miskokomon:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Chippewas of the Thames First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Chief Gregory Peters
Delaware Nation, Moravian of the Thames
14760 School House Line
RR #3
Thamesville ON N0P 2K0

Dear Chief Peters:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

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To confirm your interest please:

Contact us at:

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Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
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BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Delaware Nation, Moravian of the Thames:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Chief Burton Kewayosh
Walpole Island First Nation
(Bkejwanong Territory)
117 Tahgahoning Road, RR #3
Wallaceburg ON N8A 4K9

Dear Chief Kewayosh:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

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Contact us at:

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

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BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Walpole Island First Nation
(Bkejwanong Territory):

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Mr. Jared Macbeth
Walpole Island First Nation
(Bkejwanong Territory)
117 Tahgahoning Road, RR #3
Wallaceburg ON N8A 4K9

Dear Mr. Macbeth:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

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BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

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(Bkejwanong Territory):

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☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Chief Chris Plain
Aamjiwnaang First Nation
Aamjiwnaang AdministrationOffice
978 Tashmoo Avenue
Sarnia ON N7T 7H5

Dear Chief Plain:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
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BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Aamjiwnaang First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Ms. Sharilyn Johnston
Aamjiwnaang First Nation
Aamjiwnaang Administration Office
978 Tashmoo Avenue
Sarnia ON N7T 7H5

Dear Ms. Johnston:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

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Email: jamie.hollingsworth@rjburnside.com
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
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BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Aamjiwnaang First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Mr. Wilson Plain, Jr.
Aamjiwnaang First Nation
Aamjiwnaang Administration Office
978 Tashmoo Avenue
Sarnia ON N7T 7H5

Dear Mr. Plain, Jr.:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

The Environmental Assessment ("EA") will be conducted as an Individual EA under Ontario's *Environmental Assessment Act*. It will, therefore, be conducted in two stages:

- Stage 1: Preparation of the Terms of Reference which outlines how the EA will be carried out; and,
- Stage 2: The EA which will assess various options to address the Town's waste disposal needs.

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- The updated version includes additional details with respect to the reasons why thermal treatment (waste-to-energy) or a new landfill sited within the Town are not feasible and will not be considered in the EA.

At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Aamjiwnaang First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
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Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Chief Thomas Bressette
Chippewas of Kettle and Stony Point First Nation
RR #2, 6247 Indian Lane
Forest ON N0N 1J0

Dear Chief Bressette:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

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At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

032339_FN Letter re Updated TOR.docx
15/08/2013 9:20 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Chippewas of Kettle and Stony Point First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Chief Bryan LaForme
Mississaugas of the New Credit First Nation
2789 Mississauga Road
Hagersville ON N0A 1H0

Dear Chief LaForme:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

The Environmental Assessment ("EA") will be conducted as an Individual EA under Ontario's *Environmental Assessment Act*. It will, therefore, be conducted in two stages:

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At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

032339_FN Letter re Updated TOR.docx
15/08/2013 9:20 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Mississaugas of the New Credit First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Chief Louise Hillier
Caldwell First Nation
P.O. Box 388
Lemington ON N8H 3W3

Dear Chief Hillier:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

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- The updated version includes additional details with respect to the reasons why thermal treatment (waste-to-energy) or a new landfill sited within the Town are not feasible and will not be considered in the EA.

At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

032339_FN Letter re Updated TOR.docx
15/08/2013 9:20 AM

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telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Caldwell First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Chief William K. Mountour
Six Nations of the Grand River
P.O. Box 5000
Ohsweken ON N0A 1M0

Dear Chief Mountour:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

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To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

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If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

032339_FN Letter re Updated TOR.docx
15/08/2013 9:20 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
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BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Six Nations of the Grand River:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Ms. Hazil Hill
Haudenosaunee Development Institute
Interim Director
Six Nations of the Grand River Territory
16 Sunrise Court
Suite 407, PO Box 714
Ohsweken ON N0A 1M0

Dear Ms. Hill:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

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At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Haudenosaunee Development Institute:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Chief Allen MacNaughton
Haudenosaunee Confederacy Chiefs Council
P.O Box 714
Ohsweken ON N0A 1M0

Dear Chief MacNaughton:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

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To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

032339_FN Letter re Updated TOR.docx
15/08/2013 9:20 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Haudenosaunee Confederacy Chiefs Council:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

August 15, 2013

Via: Mail

Mr. Andrew Good
Windsor Essex Metis Council
President
4745 Huron Church Line
Windsor ON N9H 1H5

Dear Mr. Good:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

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- Stage 1: Preparation of the Terms of Reference which outlines how the EA will be carried out; and,
- Stage 2: The EA which will assess various options to address the Town's waste disposal needs.

The Terms of Reference (TOR) were initiated by a consulting company called Conestoga Rovers & Associates Ltd. (CRA) prior to Burnside's involvement. CRA began work in 2006 and continued to work on the TOR until March 2013. You likely received correspondence from them throughout that period, including a copy of the draft TOR prepared by CRA in 2010.

Burnside is now completing the TOR and will continue to be the project contact throughout the remainder of the EA. We are now in the process of updating the TOR to meet provincial guidelines. Some changes from the previous version are as follows:

- The previous version indicated that the EA would only assess various design options to expand the existing landfill.
- The updated version will also include an assessment of options to transport the Town's waste to an approved waste disposal facility outside the Town's boundaries.

If this option is selected, the existing landfill would likely be closed upon reaching approved capacity. A waste transfer station may be required.

- The updated version includes additional details with respect to the reasons why thermal treatment (waste-to-energy) or a new landfill sited within the Town are not feasible and will not be considered in the EA.

At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Windsor Essex Metis Council:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Mr. Gary Lipinksi
Metis Nation of Ontario
500 Old St. Patrick St., Unit 3
Ottawa ON K1N 9G4

Dear Mr. Lipinksi:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

The Environmental Assessment ("EA") will be conducted as an Individual EA under Ontario's *Environmental Assessment Act*. It will, therefore, be conducted in two stages:

- Stage 1: Preparation of the Terms of Reference which outlines how the EA will be carried out; and,
- Stage 2: The EA which will assess various options to address the Town's waste disposal needs.

The Terms of Reference (TOR) were initiated by a consulting company called Conestoga Rovers & Associates Ltd. (CRA) prior to Burnside's involvement. CRA began work in 2006 and continued to work on the TOR until March 2013. You likely received correspondence from them throughout that period, including a copy of the draft TOR prepared by CRA in 2010.

Burnside is now completing the TOR and will continue to be the project contact throughout the remainder of the EA. We are now in the process of updating the TOR to meet provincial guidelines. Some changes from the previous version are as follows:

- The previous version indicated that the EA would only assess various design options to expand the existing landfill.
- The updated version will also include an assessment of options to transport the Town's waste to an approved waste disposal facility outside the Town's boundaries. If this option is selected, the existing landfill would likely be closed upon reaching approved capacity. A waste transfer station may be required.

- The updated version includes additional details with respect to the reasons why thermal treatment (waste-to-energy) or a new landfill sited within the Town are not feasible and will not be considered in the EA.

At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

032339_FN Letter re Updated TOR.docx
15/08/2013 9:20 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Metis Nation of Ontario:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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August 15, 2013

Via: Mail

Deputy Grand Chief Denise Stonefish
Association of Iroquois and Allied Indians
387 Princess Avenue
London ON N6B 2A7

Dear Deputy Grand Chief Stonefish:

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment
Updated Terms of Reference
File No.: 300032339.0000

R.J. Burnside & Associates Limited (Burnside) has been retained by the Town of St. Marys to complete an Environmental Assessment which will consider options to address the Town's residential, commercial and industrial waste disposal needs for the next 40 years.

The Environmental Assessment ("EA") will be conducted as an Individual EA under Ontario's *Environmental Assessment Act*. It will, therefore, be conducted in two stages:

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- The updated version includes additional details with respect to the reasons why thermal treatment (waste-to-energy) or a new landfill sited within the Town are not feasible and will not be considered in the EA.

At this time, we wish to confirm your interest in the EA, including an indication of whether you would like to receive a copy of the updated draft Terms of Reference for review.

To confirm your interest please:

Contact us at:

James R. Hollingsworth, P.Eng.
Email: jamie.hollingsworth@rjburnside.com
Tel: 905-420-5777
Fax: 905-420-5247

Or, complete the attached form and return it by **August 28, 2013** to confirm your interest.

If you have any questions about this Environmental Assessment, please contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:jw

Enc. Confirmation of Interest Form

c: Dave Blake, Town of St. Marys, Environmental Coordinator (via email)

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Association of Iroquois and Allied Indians:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☐ Has an interest in this project and,

- ☐ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments:

_____
Name

_____ _____
Signature Date

CHIPPEWAS OF THE THAMES FIRST NATION

DATE: Aug 22/13 PAGES SENT: 2

SENT TO:

NAME: James R. Hollingsworth, P.Eng, Tech Leader, Solid Waste
BUSINESS: R.J. Burnside + Associates Limited.
FAX: (905) 420-5247 PHONE:

SENDER:

NAME: Fallon Burch, Consultation Coordinator.

COMMENTS:

Confirmation of Interest.

320 Chippewa Road, Muncey, ON, N0L 1Y0
Ph. 519-289-5555 Fax. 519-289-2230
info@cottfn.ca www.cottfn.com

telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Chippewas of the Thames First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☑ Has an interest in this project and,

- ☑ Would like to remain on the project mailing list.
- ☐ Would like to receive a copy of the updated Terms of Reference.

Comments: Chippewa would like to be kept up to date with this project. It does fall within our Traditional Territory.

Fallon Burch
Name

Fallon Burch
Signature

Aug 22/13.
Date

AAMJIWNAANG FIRST NATION
CHIPPEWAS OF SARNIA
Band Council

978 TASHMOO AVENUE
SARNIA, ONTARIO
N7T 7H5
Phone: (519) 336-8410
Fax: (519) 336-0382

August 23, 2013 File # 2013-0005

R.J. Burnside and Associates Limited
1465 Pickering Parkway
Suite 200
Pickering, Ontario
L1V 7G7

Attention: James R. Hollingsworth

Re: Town of St. Marys Landfill Capacity Expansion Environmental Assessment

Dear Mr. Hollingsworth:

Thank you for the information regarding this project dated August 15, 2013. Our staff has recorded this information in our log.

Aamjiwnaang First Nation is interested in the above mentioned assessment regarding the proposed landfill expansion. We have received previous correspondence regarding the project and wish to continue to receive information in order that our Environment Committee has the opportunity to review materials for possible recommendation to Aamjiwnaang First Nation's Council.
The confirmation of interest form attached to your letter is being returned with this letter.

Aamjiwnaang First Nation continues to assert and exercise our Aboriginal Rights and Title to all parts of our Reserve and Traditional Territory in regards to lands and resource issues.

Sincerely,

FOR Sharilyn Johnston
Environmental Coordinator
Aamjiwnaang First Nation

"Saving our Home and Native Land"

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Confirmation of Interest

Project:	St. Marys Landfill Capacity Individual Environmental Assessment
File No.:	300032339.0000
Return by August 28, 2013 to:	
Fax: **Email:** **Attention:**	(905) 420-5247 jamie.hollingsworth@rjburnside.com James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste

This is to confirm that the Aamjiwnaang First Nation:

☐ Has no interest or concerns with respect to this project and does not need to be included in future correspondence.

☒ Has an interest in this project and,

- ☒ Would like to remain on the project mailing list.
- ☒ Would like to receive a copy of the updated Terms of Reference.

Comments:

WILSON PLAIN JR.
Name

Signature

AUG 23/13
Date

ENVIRONMENT CONSULTATION WORKER

Town of St. Marys EA for Future Solid Waste Disposal

Tricia Radburn to: sue.bressette 08/26/2013 01:03 PM
Cc: Jamie Hollingsworth

Sue,

Further to our conversation this morning, I have attached a copy of the letter which we sent to the Chief a couple of weeks ago. Please forward us a copy of your new consultation protocol and let us know of any particular interest your community may have in project. Please let us know if you would like to remain on our mailing list and would like to receive a copy of the draft Terms of Reference for the Environmental Assessment.

Kind Regards,

BURNSIDE

Tricia Radburn, M.Sc.(Pl), MCIP, RPP
Environmental Planner

RJ Burnside & Associates Limited
292 Speedvale Ave. W, Guelph, ON N1H 1C4
tricia.radburn@rjburnside.com
tel: (519) 823-4995 ext. 479
fax: (519) 836-5477
www.rjburnside.com

copy032339_ FN Letter re Updated TOR Kettle Stoney Pt.pdf

copy032339_FN Confirmation of Interest Form Kettle Stony Pt.pdf

Fw: St. Marys - Solid Waste Environmental Assessment
Jamie Hollingsworth to: Dave Blake 09/25/2013 12:10 PM
Cc: Tricia Radburn, Ashley Gallaugher

F.Y.I.

----- Forwarded by Jamie Hollingsworth/RJB on 09/25/2013 12:10 PM -----

From: "Carrie Ann Peters" <health@caldwellfirstnation.com>
To: "'Jamie Hollingsworth'" <Jamie.Hollingsworth@rjburnside.com>,
Date: 09/25/2013 12:09 PM
Subject: RE: FW: St. Marys - Solid Waste Environmental Assessment

Thanks Jamie,

That sounds great!

Take care,

CarrieAnn Peters
Community Wellness Worker
Caldwell First Nation
519-322-1766

From: Jamie Hollingsworth [mailto:Jamie.Hollingsworth@rjburnside.com]
Sent: Monday, September 23, 2013 10:41 AM
To: Carrie Ann Peters
Cc: Dave Blake
Subject: Re: FW: St. Marys - Solid Waste Environmental Assessment

Carrie Ann;

I have just returned from vacation and I am attempting to get through a number of emails... I have yet to get an updated status on the draft ToR for St. Marys from my colleagues, but I've not read all of my emails either.

Before I left for vacation, I had been contacted by the MOE reviewer who had noted a few items in the draft ToR that needed additional detail. Several of the MOE comments dealt with typos while the rest were focused on being clear on how the process has and will proceed through to the EA. In an overall sense though, there are no changes to the draft ToR since we discussed it in August 2013.

My colleagues were to have taken care of the MOE comments in my absence, revising the ToR as necessary. I plan to review the revised draft ToR this week and will be passing it along to the Town of St. Marys for their comment/review. Once the Town has had an opportunity to provide their comments, and

Burnside has made appropriate revisions, I will be happy to send you a copy of the draft ToR by email.

I trust the above is satisfactory. Please feel free to contact me, by email or telephone, should you have any further questions.

Take Care,
Jamie

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

From: "Carrie Ann Peters" <health@caldwellfirstnation.com>
To: "Jamie Hollingsworth" <Jamie.Hollingsworth@rjburnside.com>,
Date: 09/16/2013 09:00 AM
Subject: FW: St. Marys - Solid Waste Environmental Assessment

Good Morning Jamie,

I am just doing a follow up to this meeting.

Wondering if anything new has come up or if any changes have been made?
Will we be receiving ToR or EA soon?

Thank you,

CarrieAnn Peters
Community Wellness Worker
Caldwell First Nation
519-322-1766

> From: Jamie Hollingsworth [mailto:Jamie.Hollingsworth@rjburnside.com]
> Sent: Wednesday, August 14, 2013 3:38 PM
> To: health@caldwellfirstnation.com
> Cc: Dave Blake
> Subject: St. Marys - Solid Waste Environmental Assessment
>
> Attention: CarrieAnn Peters, Caldwell First Nation
>
> Ms. Peters,
>
> R.J. Burnside & Associates Limited has been retained by the Town of St . Marys to assist with completing their Environmental Assessment (EA) to determine the best method of addressing their solid waste disposal requirements. Burnside has assumed this role from the Town 's previous consultant.
>
> Burnside, by reviewing comments received on the draft Terms of Reference (ToR), has found that your community requested a meeting to discuss the Town 's proposal to expand their existing landfill site. In addition, other First Nations have expressed a similar desire to meet . The Town of St. Marys would therefore like to arrange a meeting for First Nations that have expressed an interest to meet at the Town 's Landfill Site. We would discuss both current operations at the site and the proposed scope of the EA as described in the draft ToR . We are proposing to hold the meeting on Thursday , August 22, 2013 at 10:30 am. Please RSVP with the name of the attendee from your community - an email or a phone call will suffice. Please advise the attendee to bring their safety boots , hard hat and safety vest. There is ongoing construction occurring at the site so this safety equipment is required .
>
> The Town remains committed to ensuring that the EA consultation program includes meetings or discussions with aboriginal communities . This will continue throughout the EA process.
>
> Best regards,
> Jamie

>
>
> James R. Hollingsworth, P.Eng.
> Technical Leader, Solid Waste
>
> R.J. Burnside & Associates Limited
> 1465 Pickering Parkway, Suite 200
> Pickering, Ontario L1V 7G7
> jamie.hollingsworth@rjburnside.com <mailto:jamie.hollingsworth@rjburnside.com>
> tel: 905.420.5777 ext. 803
> fax: 905.420.5247
> www.rjburnside.com
>

30032339

St. Marys - Solid Waste Environmental Assessment

Jamie Hollingsworth to: health 08/14/2013 03:37 PM
Cc: "Dave Blake"

Attention: CarrieAnn Peters, Caldwell First Nation

Ms. Peters,

R.J. Burnside & Associates Limited has been retained by the Town of St. Marys to assist with completing their Environmental Assessment (EA) to determine the best method of addressing their solid waste disposal requirements. Burnside has assumed this role from the Town's previous consultant.

Burnside, by reviewing comments received on the draft Terms of Reference (ToR), has found that your community requested a meeting to discuss the Town's proposal to expand their existing landfill site. In addition, other First Nations have expressed a similar desire to meet. The Town of St. Marys would therefore like to arrange a meeting for First Nations that have expressed an interest to meet at the Town's Landfill Site. We would discuss both current operations at the site and the proposed scope of the EA as described in the draft ToR. We are proposing to hold the meeting on Thursday, August 22, 2013 at 10:30 am. Please RSVP with the name of the attendee from your community - an email or a phone call will suffice. Please advise the attendee to bring their safety boots, hard hat and safety vest. There is ongoing construction occurring at the site so this safety equipment is required.

The Town remains committed to ensuring that the EA consultation program includes meetings or discussions with aboriginal communities. This will continue throughout the EA process.

Best regards,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

300032339

Jamie Hollingsworth /RJB
08/14/2013 03:35 PM

To: jared.macbeth@wifn.org,
cc: "Dave Blake" <dblake@town.stmarys.on.ca>
Subject: St. Marys - Solid Waste Environmental Assessment

Attention: Mr. Jared MacBeth, Walpole Island First Nation

Mr. MacBeth,

R.J. Burnside & Associates Limited has been retained by the Town of St. Marys to assist with completing their Environmental Assessment (EA) to determine the best method of addressing their solid waste disposal requirements. Burnside has assumed this role from the Town's previous consultant.

Burnside, by reviewing comments received on the draft Terms of Reference (ToR), has found that your community requested a meeting to discuss the Town's proposal to expand their existing landfill site. In addition, other First Nations have expressed a similar desire to meet. The Town of St. Marys would therefore like to arrange a meeting for First Nations that have expressed an interest to meet at the Town's Landfill Site. We would discuss both current operations at the site and the proposed scope of the EA as described in the draft ToR. We are proposing to hold the meeting on Thursday, August 22, 2013 at 10:30 am. Please RSVP with the name of the attendee from your community - an email or a phone call will suffice. Please advise the attendee to bring their safety boots, hard hat and safety vest. There is ongoing construction occurring at the site so this safety equipment is required.

The Town remains committed to ensuring that the EA consultation program includes meetings or discussions with aboriginal communities. This will continue throughout the EA process.

Best regards,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

St. Marys - Solid Waste Environmental Assessment
Jamie Hollingsworth to: jthomas 08/14/2013 03:36 PM
Cc: "Dave Blake"

Attention: Joanne Thomas, Consultation Point Person, Six Nations Land and Resources

Ms. Thomas,

R.J. Burnside & Associates Limited has been retained by the Town of St. Marys to assist with completing their Environmental Assessment (EA) to determine the best method of addressing their solid waste disposal requirements. Burnside has assumed this role from the Town's previous consultant.

Burnside, by reviewing comments received on the draft Terms of Reference (ToR), has found that your community requested a meeting to discuss the Town's proposal to expand their existing landfill site. In addition, other First Nations have expressed a similar desire to meet. The Town of St. Marys would therefore like to arrange a meeting for First Nations that have expressed an interest to meet at the Town's Landfill Site. We would discuss both current operations at the site and the proposed scope of the EA as described in the draft ToR. We are proposing to hold the meeting on Thursday, August 22, 2013 at 10:30 am. Please RSVP with the name of the attendee from your community - an email or a phone call will suffice. Please advise the attendee to bring their safety boots, hard hat and safety vest. There is ongoing construction occurring at the site so this safety equipment is required.

The Town remains committed to ensuring that the EA consultation program includes meetings or discussions with aboriginal communities. This will continue throughout the EA process.

Best regards,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

BURNSIDE

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Attachment E3d
TOR Submitted for Review and Comments

FN

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 14, 2013

Via: Courier

Chief Chris Plain
Aamjiwnaang First Nation (Formerly Chippewas of Sarnia FN)
Aamjiwnaang Administration Office
978 Tashmoo Avenue
Sarnia ON N7T 7H5

Dear Chief Plain:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a hard copy of the TOR. In the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website if additional copies are required.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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November 14, 2013

Via: Courier

Ms. Sharilyn Johnston
Aamjiwnaang First Nation (Formerly Chippewas of Sarnia FN)
Aamjiwnaang Administration Office
978 Tashmoo Avenue
Sarnia ON N7T 7H5

Dear Ms. Johnston:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0502
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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032339 TOR Request Form.docx 13/11/2013 10:02 AM

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BURNSIDE
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November 14, 2013

Via: Courier

Mr. Wilson Plain Jr.
Aamjiwnaang First Nation (Formerly Chippewas of Sarnia FN)
Aamjiwnaang Administration Office
978 Tashmoo Avenue
Sarnia ON N7T 7H5

Dear Mr. Plain Jr.:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Dave Blake, C.E.T. The Corporation of the Town of St. Marys 408 James Street South, P.O. Box 998 St. Marys, ON N4X 1B6 Phone: 519-284-2340 Ext. 209 Fax: Fax: 519-284-0902 Email: dblake@town.stmarys.on.ca	James Hollingsworth R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1S 6H3 Phone: 905-420-5777 Ext. 803 Fax: 905-420-5247 Email: St.Marys.Waste.EA@RJBurnside.com

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

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telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Phone: ( ) - Fax: ( ) -

Email: ____________________

Courier Instructions: ____________________

Name

Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018091679
View proof of delivery and signature

Delivered
Friday, November 15, 2013 12:35 p.m.
Received By: Dana

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Sarnia, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 15, 2013	12:35 p.m.	Sarnia, ON	Shipment delivered to DANA at RECEPTION
Nov 15, 2013	10:29 a.m.	Sarnia, ON	On vehicle for delivery
Nov 14, 2013	11:05 p.m.	Toronto Sort Cntr Trl, ON	Arrived at sort facility
Nov 14, 2013	4:23 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	3:36 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018091679	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

*NOTE: This Tacking Detail is for the following:
Chief Chris Plain - Aamjiwnaang First Nation
Ms. Sharilyn Johnston - Aamjiwnaang First Nation
Mr. Wilson Plain Jr. - Aamjiwnaang First Nation

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telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Mail

Chief Louise Hillier
Caldwell First Nation
P.O. Box 388
Leamington ON N8H 3W3

Dear Chief Hillier:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0802
Email: dblake@town.stmarys.on.ca

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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Signature Date

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BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 14, 2013

Via: Mail

Ms. Carrie Anne Peters
Caldwell First Nation
P.O. Box 388
Leamington ON N8H 3W3

Dear Ms. Peters:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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David Blake, Environmental Coordinator Town, Town of St. Marys

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14/11/2013 2:44 PM

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CANADA POST / POSTES CANADA

TOR Availability - FN.
- Chief Louise Hillier
- Carrie Anne Peters

Tracking Number
RW689599998CA

Product Type: Lettermail

Track History

Date	Time	Location	Description	Retail Location	Signatory Name
2013/11/20	06:52	CHATHAM	Item successfully delivered		
2013/11/20	06:52		Signature image recorded for Online viewing		BARB J
2013/11/20	06:50	CHATHAM	Out for delivery		
2013/11/20	06:41	CHATHAM	Item processed at local delivery facility		
2013/11/20	00:11	LONDON	In transit		
2013/11/19	21:35	LONDON	Item processed		
2013/11/17	12:19	OSHAWA	Item accepted at the Post Office		

Shipping Options and Features for this Item
Signature Required

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November 14, 2013

Via: Courier

Chief Thomas Bressette
Chippewas of Kettle and Stony Point FN
Kettle and Stony Point FN, 6247 Indian Lane
RR#2
Forest ON N0N 1J0

Dear Chief Bressette:

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November 14, 2013

Via: Courier

Ms. Suzanne Bressette
Communications Relations Officer
Chippewas of Kettle and Stony Point FN
Kettle and Stony Point FN, 6247 Indian Lane
RR#2
Forest ON N0N 1J0

Dear Ms. Bressette:

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 329010899656 View proof of delivery and signature

Delivered
Friday, November 15, 2013 4:05 p.m.
Received By: Bressette

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Forest, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 15, 2013	4:05 p.m.	Sarnia, ON	Shipment delivered to BRESSETTE at: RECEPTION
Nov 15, 2013	10:39 a.m.	Sarnia, ON	On vehicle for delivery
Nov 14, 2013	6:14 p.m.	Toronto Sort Cable Td, ON	Arrived at sort facility
Nov 14, 2013	4:23 p.m.	Pickering, ON	Picked up by Purolator PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
329010899656	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

*NOTE: This Tracking Detail is for the following people:
Chief Thomas Bressette - Chippewas of Kettle and Stony Point FN
Ms. Suzanne Bressette - Chippewas of Kettle and Stony Point FN

R.J. Burnside & Associates Limited 1485 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 14, 2013

Via: Courier

Chief Robert, 'Joe' Miskokomon
Chippewas of the Thames First Nation
320 Chippewa Road
RR#1
Muncey ON N0L 1Y0

Dear Chief Miskokomon:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1485 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

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Email:	jamie.hollingsworth@rjburnside.com

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 336018186451 — View proof of delivery and signature

Delivered
Friday, November 15, 2013 10:39 a.m.
Received By: Jaclyn

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb	To	Muncey, ON, CA
Shipment Date	Nov 14, 2013		

Shipment Summary

Tracking #	Deliver By	Status
336018186451	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

History

Date	Local Time	Location	Description
Nov 15, 2013	10:39 a.m.	London, ON	Shipment delivered to JACLYN at: AT DOOR
Nov 15, 2013	8:05 a.m.	London, ON	On vehicle for delivery
Nov 14, 2013	4:03 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

*NOTE: Chief Robert, 'Joe' Miskokomon

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Ms. Rolanda Elijah
Director of Lands and Environment Department
Chippewas of the Thames First Nation
4 Anishinaabeg Drive
Muncey ON N0L 1Y0

Dear Ms. Elijah:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0802
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

092339 TOR Request Form.docx 18/11/2013 10:02 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Ms. Fallon Burch
Consultation Coordinator
Chippewas of the Thames First Nation
320 Chippewa Road
RR#1
Muncey ON N0L 1Y0

Dear Ms. Burch:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032338 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330016111980 View proof of delivery and signature

Delivered
Friday, November 15, 2013 9:24 a.m.
Received By: C Henry

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Munsey, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 15, 2013	9:24 a.m.	London, ON	Shipment delivered to C HENRY at RECEPTION
Nov 15, 2013	8:16 a.m.	London, ON	On vehicle for delivery
Nov 14, 2013	8:01 p.m.	Toronto East Courier Fit, ON	Arrived at sort facility
Nov 14, 2013	4:33 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330016111980	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

*NOTE: Ms. Rolanda Elijah and Ms. Fallon Burch

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 14, 2013

Via: **Courier**

Chief Greg Peters
Delaware Nation (Moravian of the Thames)
14760 School House Line
RR# 3
Thamesville ON N0P 2K0

Dear Chief Peters:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Phone: 519-284-2340 Ext. 209
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
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Email:	jamie.hollingsworth@rjburnside.com

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 14, 2013

Via: Courier

Ms. Tina Jacobs
Lands and Resources Consultation Manager
Delaware Nation (Moravian of the Thames)
14760 School House Line
RR# 3
Thamesville ON N0P 2K0

Dear Ms. Jacobs:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Fax: 905-420-5247
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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November 14, 2013

Via: Courier

Mr. Justin Logan
Lands and Resources Consultation Assistant
Delaware Nation (Moravian of the Thames)
14760 School House Line
RR# 3
Thamesville ON N0P 2K0

Dear Mr. Logan:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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We are enclosing with this letter a hard copy of the TOR. In the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website if additional copies are required.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T. The Corporation of the Town of St. Marys 408 James Street South, P.O. Box 998 St. Marys, ON N4X 1B6 Phone: 519-284-2340 Ext. 209 Fax: Fax: 519-284-0902 Email: dblake@town.stmarys.on.ca	James Hollingsworth R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1S 6H3 Phone: 905-420-5777 Ext. 803 Fax: 905-420-5247 Email: St.Marys.Waste.EA@RJBurnside.com

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Terms of Reference
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Agency: ______________________

Contact Name: ______________________

Address: ______________________

Address (2nd line): ______________________

City: ____________ ,ON Postal Code: ________

Phone: ( ) - Fax: ( ) -

Email: ______________________

Courier Instructions: ______________________

____
Name

______________ ______________
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: [illegible]
View proof of delivery and signature

Delivered
Friday, November 15, 2013 1:58 p.m.
Received By: Katy Ann

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Thamesville, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 15, 2013	1:58 p.m.	Chatham, ON	Shipment delivered to KATY ANN at: RECEPTION
Nov 15, 2013	10:12 a.m.	Chatham, ON	On vehicle for delivery
Nov 14, 2013	5:17 p.m.	Toronto Sort Centre Tri, ON	Arrived at sort facility
Nov 14, 2013	4:23 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
[illegible]	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

*NOTE: Tracking Details for the following:
Chief Greg Peters
Ms. Tina Jacobs
Mr. Justin Logan

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Ms. Hazel Hill
Interim Director, Six Nations of the Grand River Territory
Haudenosaunee Development Institute
16 Sunrise Court
Suite 407, PO Box 714
Ohsweken ON N0A 1M0

Dear Ms. Hill:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Terms of Reference
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Agency: ______________________

Contact Name: ______________________

Address: ______________________

Address (2nd line): ______________________

City: ______________ ,ON Postal Code: __________

Phone: ( ) - Fax: ( ) -

Email: ______________________

Courier Instructions: ______________________

____
Name

______________ ______________
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330010124025
View proof of delivery and signature

Delivered
Friday, November 15, 2013 1:18 p.m.
Received By: Hazel

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Ohsweken, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 15, 2013	1:18 p.m.	Mount Hope, ON	Shipment delivered to HAZEL at RECEPTION
Nov 15, 2013	8:16 a.m.	Mount Hope, ON	On vehicle for delivery
Nov 15, 2013	2:20 a.m.	Mount Hope, ON	Arrived at sort facility
Nov 14, 2013	6:15 p.m.	Toronto Sort Ctr/Ctr Ini, ON	Arrived at sort facility
Nov 14, 2013	4:53 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	2:49 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330010124025	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

NOTE: Hazel Hill

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Ms. Margaret Sait
Director of Lands, Resources and Management
Mississaugas of New Credit First Nation
Consultation and Outreach Office, R.R. #6
2789 Mississauga Road
Hagersville ON N0A 1H0

Dear Ms. Sait:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Hard Copy Request Form

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File No.:	300032339.0000
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Fax:	(905) 420-5247
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Email:	jamie.hollingsworth@rjburnside.com

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Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - _____ Fax: ( ) - _____

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

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telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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November 14, 2013

Via: **Courier**

Chief Bryan LaForme
Mississaugas of the New Credit First Nation
Consultation and Outreach Office, R.R. #6
2789 Mississauga Road
Hagersville ON N0A 1H0

Dear Chief LaForme:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Fax: Fax: 519-284-0902
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R.J. Burnside & Associates Limited
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Pickering ON L1S 6H3
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James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

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November 14, 2013

Via: Courier

Ms. Carolyn King
Geomatics Environmental Technician
Mississaugas of the New Credit First Nation
Consultation and Outreach Office, R.R. #6
2789 Mississauga Road
Hagersville ON N0A 1H0

Dear Ms. King:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

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Phone: ( ) - Fax: ( ) -

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Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330916131103 View proof of delivery and details

Delivered
Friday, November 15, 2013 11:22 a.m.
Received By: Hottinger

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Hagersville, ON, CA
Shipment Date	Nov 14, 2013		

Shipment Summary

Tracking #	Deliver By	Status
330916131103	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

History

Date	Local Time	Location	Description
Nov 15, 2013	11:22 a.m.	Mount Hope, ON	Shipment delivered to HOTTINGER at RECEPTION
Nov 15, 2013	9:14 a.m.	Mount Hope, ON	On vehicle for delivery
Nov 14, 2013	9:11 a.m.	Toronto East Clarke Trl, ON	Arrived at sort facility
Nov 14, 2013	4:58 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	2:52 p.m.	Purolator	Shipping label created

*NOTE: Tracking Details for the following:
Ms. Margaret Salt
Chief Bryan LaForme
Ms. Carolyn King

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[The Difference is our People]

November 14, 2013

Via: Courier

Chief Roger Thomas
Munsee-Delaware First Nation
RR#1
1289 Jubilee Road
Muncey ON N0L 1Y0

Dear Chief Thomas:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a hard copy of the TOR. In the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website if additional copies are required.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 14, 2013

Via: Courier

Mr. Dan Miskokoman
Band Manager
Munsee-Delaware First Nation
Administration Office, RR#1
289 Jubilee Road
Muncey ON N0L 1Y0

Dear Mr. Miskokoman:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number 330618136995 — View proof of delivery and signature

Delivered
Friday, November 15, 2013 10:47 a.m.
Received By: Jennifer

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Muncey, ON, CA
Shipment Date	Nov 14, 2013		

Shipment Summary

Tracking #	Deliver By	Status
330618136995	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

History

Date	Local Time	Location	Description
Nov 15, 2013	10:47 a.m.	London, ON	Shipment delivered to JENNIFER at RECEPTION
Nov 15, 2013	8:25 a.m.	London, ON	On vehicle for delivery
Nov 14, 2013	8:19 p.m.	Toronto Sort Distr Ctr, ON	Arrived at sort facility
Nov 14, 2013	4:33 p.m.	Pickering, ON	Picked Up by Purolator at PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

*NOTE: Tracking Details for the following:
Chief Roger Thomas
Mr. Dan Miskokoman

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Chief Joel Abram
Oneida of the Thames First Nation
2212 Elm Avenue
Southwold ON N0L 2G0

Dear Chief Abram:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an Individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T. The Corporation of the Town of St. Marys 408 James Street South, P.O. Box 998 St. Marys, ON N4X 1B6 Phone: 519-284-2340 Ext. 209 Fax: Fax: 519-284-0902 Email: dblake@town.stmarys.on.ca	James Hollingsworth R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1S 6H3 Phone: 905-420-5777 Ext. 803 Fax: 905-420-5247 Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
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Agency: ______________________

Contact Name: ______________________

Address: ______________________

Address (2nd line): ______________________

City: ______________ ,ON Postal Code: __________

Phone: ( ) - __________ Fax: ( ) - __________

Email: ______________________

Courier Instructions: ______________________

____
Name

______________________ ______________
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018141797 — View proof of delivery and signature

Delivered
Friday, November 15, 2013 10:10 a.m.
Received By: Andrea

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Southwold, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 15, 2013	10:10 a.m.	London, ON	Shipment delivered to ANDREA at: ALT ADDR
Nov 15, 2013	8:25 a.m.	London, ON	On vehicle for delivery
Nov 14, 2013	8:14 p.m.	Toronto Sort Center Trl, ON	Arrived at sort facility
Nov 14, 2013	4:33 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018141797	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

*NOTE: Chief Joel Abram

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Mail

Chief William K. Montour
Six Nations of the Grand River
P.O. Box 5000
Oshweken ON N0A 1M0

Dear Chief Montour:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Ms. Caron Smith
Six Nations of the Grand River
2498 Chiefswood Road
Ohsweken ON N0A 1M0

Dear Ms. Smith:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

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telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
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Agency: ____________________

Contact Name: ____________________

Address: ____________________

Address (2nd line): ____________________

City: ____________ ,ON Postal Code: ________

Phone: ( ) - ________ Fax: ( ) - ________

Email: ____________________

Courier Instructions: ____________________

Name

Signature

Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018346752
View proof of delivery and signature

Delivered
Friday, November 15, 2013 1:56 p.m.
Received By: Tania

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Ohsweken, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 15, 2013	1:56 p.m.	Mount Hope, ON	Shipment delivered to TANIA at: RECEPTION
Nov 15, 2013	9:16 a.m.	Mount Hope, ON	On vehicle for delivery
Nov 15, 2013	2:58 a.m.	Mount Hope, ON	Arrived at sort facility
Nov 14, 2013	8:13 p.m.	Toronto Sort Centr Trl, ON	Arrived at sort facility
Nov 14, 2013	4:32 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018346752	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

*NOTE: Ms. Caron Smith

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 14, 2013

Via: Mail

Ms. Joanne Thomas
Consultation Point Person
Six Nations of the Grand River
P.O. Box 5000
Oshweken ON N0A 1M0

Dear Ms. Thomas:

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Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

CANADA POST / POSTES CANADA

Availability - FN
Chief William K. Montour
Ms. Conan Smith
Ms. Joanne Thomas

Tracking Number
0075159001372952

Product Type: Regular Parcels
Expected Delivery : 2013/11/20

Track History

Date	Time	Location	Description	Retail Location	Signatory Name
2013/11/19	08:13	OHSWEKEN	Item successfully delivered	Six Nations of the Grand River	
2013/11/18	07:19	MISSISSAUGA	In transit		
2013/11/18	04:39	MISSISSAUGA	Item processed		
2013/11/18	04:35	MISSISSAUGA	Item processed		
2013/11/15	12:43	PICKERING	Item accepted at the Post Office		

Shipping Options and Features for this Item

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Chief Burton Kewayosh Jr.
Walpole Island First Nation (Bkejwanong Territory)
Bkejwanong Territory, 117 Tahgahoning Road
RR#3
Wallaceburg ON N8A 4K9

Dear Chief Kewayosh Jr.:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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R.J. Burnside & Associates Limited
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

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Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

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telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Mr. Dean Jacobs
Consultation Manager
Walpole Island First Nation (Bkejwanong Territory)
Bkejwanong Territory, 117 Tahgahoning Road
RR#3
Wallaceburg ON N8A 4K9

Dear Mr. Jacobs:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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Phone: ( ) - Fax: ( ) -

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Courier Instructions: _____

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Name

_____ _____
Signature Date

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BURNSIDE
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November 14, 2013

Via: Courier

Mr. Jared Macbeth
Consultation Manager
Walpole Island First Nation (Bkejwanong Territory)
Bkejwanong Territory, 117 Tahgahoning Road
RR#3
Wallaceburg ON N8A 4K9

Dear Mr. Macbeth:

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Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018163859 View more details

Delivered
Friday, November 15, 2013 2:09 p.m.
Origin signature not required

Service: Purolator Express Envelope
Est. Shipment Weight: 1 lb.
Shipment Date: Nov 14, 2013
From: Pickering, ON, CA
To: Wallaceburg, ON, CA

Shipment Summary

Tracking #	Deliver By	Status
330018163859	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

History

Date	Local Time	Location	Description
Nov 15, 2013	2:09 p.m.	Chatham, ON	Shipment delivered at: RECEPTION
Nov 15, 2013	7:08 a.m.	Chatham, ON	On vehicle for delivery
Nov 14, 2013	8:14 p.m.	Toronto East (Brick St), ON	Arrived at sort facility
Nov 14, 2013	4:33 p.m.	Richmond, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:31 p.m.	Purolator	Shipping label created

*NOTE: Tracking Details for the following:
Chief Burton Kewayosh Jr.
Mr. Dean Jacobs
Mr. Jared Macbeth

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Mr. Andrew Good
President
Windsor Essex Metis Council
4745 Huron Church Line
Windsor ON N9H 1H5

Dear Mr. Good:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

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Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330016157744 View proof of delivery and signature

Delivered
Friday, November 15, 2013 1:34 p.m.
Received By: Laboeuf

Service	Purolator Express Envelope	From	Pickering ON CA
Est. Shipment Weight	1 lb.	To	Windsor, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 15, 2013	1:34 p.m.	Windsor, ON	Shipment delivered to LABOEUF at: RECEPTION
Nov 15, 2013	9:07 a.m.	Windsor, ON	On vehicle for delivery
Nov 14, 2013	8:14 p.m.	Toronto Sort Center TR, ON	Arrived at sort facility
Nov 14, 2013	4:33 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330016157744	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

*NOTE: Mr. Andrew Good

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telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Mr. James Wagar
Manager of Natural Resources
Metis Nation of Ontario
Lands, Resources and Consultations, Suite 311
75 Sherbourne Street
Toronto ON M5A 2P9

Dear Mr. Wagar:

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File No.: 300032339.0000

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Terms of Reference Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: ______________________

Contact Name: ______________________

Address: ______________________

Address (2rd line): ______________________

City: ______________ ,ON Postal Code: __________

Phone: ( ) - __________ Fax: ( ) - __________

Email: ______________________

Courier Instructions: ______________________

____
Name

______________________ ______________
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018163932
View proof of delivery and signature

Delivered
Friday, November 22, 2013 2:36 p.m.
Received By: Leann

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Toronto, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 22, 2013	2:36 p.m.	Toronto (dwntwn/ctr Ville) ON	Shipment delivered to LEANN at RECEPTION
Nov 22, 2013	7:24 a.m.	Toronto (dwntwn/ctr Ville),ON	On vehicle for delivery
Nov 21, 2013	2:19 p.m.	Toronto (dwntwn/ctr Ville),ON	Arrived at sort facility
Nov 21, 2013	2:15 p.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 21, 2013	6:57 a.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 20, 2013	6:12 p.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 20, 2013	11:02 a.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 20, 2013	7:31 a.m.	Toronto (dwntwn/ctr Ville),ON	On vehicle for delivery
Nov 19, 2013	2:09 p.m.	Toronto (dwntwn/ctr Ville),ON	Arrived at sort facility
Nov 19, 2013	2:05 p.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 19, 2013	12:00 p.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 19, 2013	10:36 a.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 19, 2013	7:10 a.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 18, 2013	6:18 p.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 18, 2013	2:33 p.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - incomplete / incorrect address provided
Nov 18, 2013	7:23 a.m.	Toronto (dwntwn/ctr Ville),ON	On vehicle for delivery
Nov 18, 2013	1:34 a.m.	Toronto (dwntwn/ctr Ville),ON	Arrived at sort facility
Nov 16, 2013	1:09 a.m.	Toronto (dwntwn/ctr Ville),ON	Picked up by Purolator
Nov 15, 2013	4:43 p.m.	Toronto (dwntwn/ctr Ville),ON	Arrived at sort facility
Nov 15, 2013	3:26 p.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - receiver unavailable
Nov 15, 2013	3:25 p.m.	Toronto (dwntwn/ctr Ville),ON	Attempted delivery - receiver unavailable
Nov 15, 2013	7:11 a.m.	Toronto (dwntwn/ctr Ville),ON	On vehicle for delivery
Nov 14, 2013	8:15 p.m.	Toronto Sort Cntr Trl, ON	Arrived at sort facility
Nov 14, 2013	4:33 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:32 a.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018163932	Nov 22, 2013	Delivered

Packages 1 to 1 of 1

*NOTE:
Mr. James Wagar

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Mr. Gary Lipinksi
Metis Nation of Ontario
500 Old St. Patrick Street
Unit 3
Ottawa ON K1N 9G4

Dear Mr. Lipinksi:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should your community require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the

environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: ______________________

Contact Name: ______________________

Address: ______________________

Address (2nd line): ______________________

City: ______________ ,ON Postal Code: __________

Phone: ( ) - Fax: ( ) -

Email: ______________________

Courier Instructions: ______________________

____
Name

______________________ ______________
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330016167208
View proof of delivery and signature

Delivered
Monday, November 18, 2013 3:34 p.m.
Received By: Beckett

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Ottawa, ON, CA
Shipment Date	Nov 14, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	3:34 p.m.	Ottawa, ON	Shipment delivered to BECKETT at: RECEPTION
Nov 18, 2013	9:31 a.m.	Ottawa, ON	On vehicle for delivery
Nov 15, 2013	2:28 p.m.	Ottawa, ON	Attempted delivery - receiver unavailable
Nov 15, 2013	9:11 a.m.	Ottawa, ON	On vehicle for delivery
Nov 14, 2013	8:15 p.m.	Toronto Sort Ctr, ON	Arrived at sort facility
Nov 14, 2013	4:32 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:07 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330016167208	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

*NOTE: Tracking Detail for Mr. Gary Lipinksi

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 14, 2013

Via: Courier

Ms. Denise Stonefish
Deputy Grand Chief
Association of Iroquois and Allied Indians
387 Princess Avenue
London ON N6B 2A7

Dear Ms. Stonefish:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
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The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should your community require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - FN.docx
14/11/2013 2:44 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 329918171810 — View proof of delivery and signature

Delivered
Friday, November 15, 2013 11:12 a.m.
Received By: Zack

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	London, ON, CA
Shipment Date	Nov 14, 2013		

Shipment Summary

Tracking #	Deliver By	Status
329918171810	Nov 15, 2013	Delivered

Packages 1 to 1 of 1

History

Date	Local Time	Location	Description
Nov 15, 2013	11:12 a.m.	London, ON	Shipment delivered to ZACK at RECEPTION
Nov 15, 2013	8:19 a.m.	London, ON	On vehicle for delivery
Nov 14, 2013	8:15 p.m.	Toronto Sort Centre Tr, ON	Arrived at sort facility
Nov 14, 2013	4:32 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 14, 2013	4:32 p.m.	Purolator	Shipping label created

*NOTE: Tracking Detail Ms. Denise Stonefish

Town of St. Mary's Solid Waste Disposal Environmental Assessment Terms of Reference

Ashley Gallaugher to: dstonefish 12/06/2013 04:15 PM

Dear Ms. Stonefish,

On behalf of the Town of St. Mary's, I am contacting you to confirm that you have received a copy of the Revised Terms of Reference for the Town of St. Mary's Solid Waste Disposal Environmental Assessment. I hope that you have received this document. Although we have a receipt showing it was received at your office, we wanted to confirm that you have seen it. Note that the full ToR is now available for download on the Town's website, http://townofstmarys.com/. If you have any questions or comments about the project, please contact either of the Project Managers listed below.:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1V 7G7
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

We currently have the following contact information in our records for the Association of Iroquois and Allied Indians (AIAI). If you have any updates please notify either of the Project Managers above. Please also confirm that you wish to be the main point of contact for the AIAI.

Denise Stonefish, Deputy Grand Chief
387 Princess Avenue, London ON N6B 2A7
Phone: none **(please provide)**
Fax: (519) 679-1653
Email: dstonefish@aiai.on.ca

Thank you kindly for your assistance,

-Ashley Gallaugher

RE: Town of St. Marys Landfill Capacity Expansion EA-TOR
Caron Smith
to:
Jamie Hollingsworth
12/20/2013 10:21 AM
Cc:
"Dave Blake", "Joanne Thomas"
Hide Details
From: "Caron Smith" <csmith@sixnations.ca>
To: "Jamie Hollingsworth" <Jamie.Hollingsworth@rjburnside.com>,
Cc: "Dave Blake" <dblake@town.stmarys.on.ca>, "Joanne Thomas" <jthomas@sixnations.ca>

1 Attachment

image001.gif

Hi Jamie … yes this is correct. Our meeting can take place before or after the information is collected and/or MOE approval. Meeting in Feb or March is good.
Jamie we too would like to share information with you such as our consultation process and archaeological monitoring program which may be of interest to your project in the spring. Thanks again for this opportunity and look forward to meeting with your team.
Caron

From: Jamie Hollingsworth [mailto:Jamie.Hollingsworth@rjburnside.com]
Sent: December-20-13 10:08 AM
To: Caron Smith
Cc: Dave Blake; Joanne Thomas
Subject: RE: Town of St. Marys Landfill Capacity Expansion EA-TOR

Caron;

I tried calling you but it went straight to Joanne's voice mail.

Just so I am sure that we're both thinking the same way... I will give Joanne a call to discuss potential dates, times and locations for a meeting. I plan to call her after the ToR is approved by the Ministry of the Environment. That is expected to occur in late February 2014, so my call to Joanne would be in late February or early March. The meeting with your Consultation and Accommodation Process Team could be scheduled before or after the site review to determine the potential for archaeological resources. I would suggest it may be best to have the meeting after that site review (so we can present the findings) unless your Team have some relevant data that may inform the archaeological review or the EA generally. We can decide the timing for the meeting when I call Joanne in February/March.

I hope this is what you were thinking too. However, if you would like to suggest an alternate timing/sequence, please email or call me. It is certainly not a problem if alternate timing is proposed.

Take Care,
Jamie

From: "Caron Smith" <csmith@sixnations.ca>
To: "Jamie Hollingsworth" <Jamie.Hollingsworth@rjburnside.com>,
Cc: "Joanne Thomas" <jthomas@sixnations.ca>, "Dave Blake" <dblake@town.stmarys.on.ca>
Date: 12/20/2013 09:45 AM
Subject: RE: Town of St. Marys Landfill Capacity Expansion EA-TOR

Good Morning Jamie and thank you for your response.
Yes we would be interested in a meeting in the New Year.
Please provide Joanne with the potential dates, times, place.
Have a Merry Xmas and look forward to meeting you in the new year.

Caron Smith, BES
Land Use Officer
Six Nations Elected Council
Lands and Resources
519-445-2563 x5433
csmith@sixnations.ca

From: Jamie Hollingsworth [mailto:Jamie.Hollingsworth@rjburnside.com]
Sent: December-20-13 9:24 AM
To: Caron Smith
Cc: Joanne Thomas; Dave Blake
Subject: RE: Town of St. Marys Landfill Capacity Expansion EA-TOR

Caron;

Thank you for your email.

The proposed Terms of Reference (ToR) lists two main alternatives, a) waste export and b) expansion of the existing St. Marys landfill. You indicated that there may be an interest in the Archaeological Study (Studies) proposed as well as the findings of the study or studies. For the comparison of these alternatives, the Environmental Assessment (EA) will include an archaeological assessment of the existing landfill property. A qualified person will conduct a review of the site to determine if the potential for archaeological resources exist. As the site was previously an aggregate extraction operation and has been excavated to a depth of several meters, we anticipate the possibility for archaeological resources within the site to be very low. However, should

the qualified person determine there are, or are likely to be, archaeological resources, then additional studies will be required. In either event, we will be pleased to provide Six Nations with a copy of the findings.

Timing wise, we are hoping to have Ministry of the Environment approval of the ToR by the end of February 2014. The archaeological assessment is likely to occur in the spring, after the snow melt and preferably before full vegetation returns. I welcome a discussion with you and/or your colleague regarding this plan (and the entire EA) at your convenience in the New Year, likely following MOE approval of the ToR, The discussion could focus on the best timing for a meeting with your Consultation and Accommodation Process Team.

I have added a calendar item to remind myself to call Ms. Thomas following ToR approval.

Season's Greetings and Happy New Year to you as well.

Take Care,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

From: "Caron Smith" <csmith@sixnations.ca>
To: "Jamie Hollingsworth" <Jamie.Hollingsworth@rjburnside.com>,
Date: 12/16/2013 03:15 PM
Subject: RE: Town of St. Marys Landfill Capacity Expansion EA-TOR

Good afternoon Jamie …. This email is in response to the TOR for Town of St. Marys Landfill.

The landfill expansion of approximately 535,000 cubic metres will occur within the existing 37 hectare footprint of the Site. The purpose of the proposed Terms of Reference is to describe the process that will be followed in completing the Environmental Assessment, which is required to gain approval for the landfill expansion.

Please note, the landfill site is in the 1701 Nanfan treaty lands of the Six Nations of the Grand River. There is a potential interest in the Archaeological study(s) proposed and its findings.

I would like to suggest moving forward, a meeting with the Consultation and Accommodation Process team in the new year.

Please contact Joanne Thomas at jthomas@sixnations.ca or call 519-445-2563 to arrange this meeting.
Thank you and have great holiday.

Caron Smith, BES
Land Use Officer
Six Nations Elected Council
Lands and Resources
519-445-2563 x5433
csmith@sixnations.ca

From: Jamie Hollingsworth [mailto:Jamie.Hollingsworth@rjburnside.com]
Sent: November-08-13 3:16 PM
To: Caron Smith
Cc: Ashley Gallaugher
Subject: RE: Town of St. Marys Landfill Capacity Expansion EA-TOR

Caron;

Yes, we can continue as you've described. I've copied my colleague so this is reflected in our contact list.

Have a good weekend,
Jamie

From: "Caron Smith" <csmith@sixnations.ca>
To: "Jamie Hollingsworth" <Jamie.Hollingsworth@rjburnside.com>,
Date: 11/08/2013 03:12 PM
Subject: RE: Town of St. Marys Landfill Capacity Expansion EA-TOR

Thank you Jamie …. Could you please continue the Chief as the primary contact and cc to me. I will receive it in any event. Thanks

Caron Smith, BES
Land Use Officer
Six Nations Elected Council
Lands and Resources
519-445-2563 x5433
csmith@sixnations.ca

From: Jamie Hollingsworth [mailto:Jamie.Hollingsworth@rjburnside.com]
Sent: November-08-13 3:02 PM
To: Caron Smith
Subject: Re: Town of St. Marys Landfill Capacity Expansion EA-TOR

Caron,

Thank you for expressing your community's interest in this project. I will make sure to have a copy of the updated Terms of Reference (TOR) sent your way in the near future. I will add you as the primary contact person for our mailing list.

Warm regards,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

From: "Caron Smith" <csmith@sixnations.ca>
To: <jamie.hollingsworth@rjburnside.com>,
Date: 11/08/2013 02:55 PM
Subject: Town of St. Marys Landfill Capacity Expansion EA-TOR

Good Afternoon …. The Six Nations Elected Council is interested in the above noted project and would like remain on the project mailing list and would like to receive a copy of the updated Terms of Reference.

Thank you,

Caron Smith, BES
Land Use Officer
Six Nations Elected Council
Lands and Resources
519-445-2563 x5433
csmith@sixnations.ca

Fw: Proposed TOR - File No.300032339.0000

Jamie Hollingsworth to: malikakos 12/20/2013 10:14 AM

Cc: "Wright, Wesley (ENE)", "Dave Blake", Debanjan Mookerjea, Andrew Evans

Ms. Alikakos,

The Ministry of Environment has forwarded your email dated December 17, 2013 indicating you are planning to provide comments during the week of January 20th, 2014. While the Town of St. Marys needs to submit the Terms of Reference (ToR) before this date in order to maintain a very tight schedule, we look forward to receiving your comments and engaging with the Chippewas of the Thames First Nation throughout the EA process to help guide the undertaking. Your pending comments will be considered at the outset of the EA to ensure they are addressed in the EA process. The proposed Terms of Reference includes a frequent consultation program that will be flexible by allowing response to new issues that emerge as the EA proceeds.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to (either):

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1V 7G7
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

We look forward to connecting with you further throughout this endeavour.

Best Regards,
Jamie

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James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

----- Forwarded by Jamie Hollingsworth/RJB on 12/20/2013 10:08 AM -----

From: Jamie Hollingsworth/RJB
To: malikakos@cottfn.com,
Cc: "Dave Blake" <dblake@town.stmarys.on.ca>, Andrew Evans/RJB@RJB, Debanjan Mookerjea/RJB@RJB
Date: 12/18/2013 01:16 PM
Subject: Fw: Proposed TOR - File No.300032339.0000

Ms. Alikakos;

Per my voice mail message this afternoon, Burnside is working for the Town of St. Marys on their Future Solid Waste Disposal Needs Environmental Assessment. I am hoping to speak to you briefly, preferably today, regarding the anticipated scope of comments that you hope to provide on the Proposed Terms of Reference for this EA.

For your convenience, my contact details are provided in my signature below.

I look forward to hearing from you soon.

Take Care,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

----- Forwarded by Jamie Hollingsworth/RJB on 12/18/2013 01:08 PM -----

From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>, "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>, "Dave Blake (dblake@town.stmarys.on.ca)" <dblake@town.stmarys.on.ca>,
Date: 12/18/2013 12:08 PM
Subject: FW: Proprosed TOR - FIle No.300032339.0000

Sorry – I thought you were cc'd on the email (since your notice/cover letter should have indicated this, but I then realized that her email was in response to MOE's follow up, not Burnside's). I am forwarding Ms. Alikakos's email to you now…

Thanks,

Wesley

From: Mary Alikakos [mailto:malikakos@cottfn.com]
Sent: December 17, 2013 10:14 AM
To: Wright, Wesley (ENE)
Cc: 'Rolanda Elijah'; fburch@cottfn.com

Subject: Proprosed TOR - FIle No.300032339.0000

Hi, Welsey

I spoke to Sarah Edmunds this morning regarding comment submission on the above -noted file. Please note that our office is unable to respond by the proposed deadline, due in part to the many proposed projects in Chippewas of the Thames treaty and traditional territory. I respectfully request that you accept our comments during the week of January 20th, 2014.

I look forward to your response.

Thank you and have a good day,
Mary

Mary Alikakos
Senior Environment Officer,
Treaty, Lands & Environment
Chippewas of the Thames First Nation
T. 519-289-2662 ext.212
F. 519-289-3117

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Attachment E4
Additional Agency Consultation Undertaken by Burnside (2013)

Project Name: Town of St. Marys Future Soild Waste Disposal Needs
Client Name: The Corporation of the Town of St. Marys
Project No.: 300032339

Agency/Organization	Title	First Name	Last Name	Position	Address 1	Address 2	City	Province	Postal Code	Email	Telephone	Fax
Canadian Transportation Agency - Rail, Air and Marine Disputes Directorate	Mr.	Luc	Fortin	Senior Environmental Officer	15 Eddy Street		Gatineau	QC	K1A 0N9	luc.fortin@otc-cta.gc.ca	(819) 953-2238	(819) 953-8353
Department of Fisheries and Oceans Canada - Southern Ontario District	Mr.	Paul	Savoie	Regional Environmental Assessment Analyst	District Office, 3027 Harvester Road	Unit 304	Burlington	ON	L7R 4K3		(905) 639-8687	(905) 639-3549
Environment Canada - Ontario Region	Mr.	Rob	Dobos	Manager, Environmental Assessment Section	867 Lakeshore Road	P.O. Box 5050	Burlington	ON	L7R 4A6	rob.dobos@ec.gc.ca	(905) 336-4953	(905) 336-8901
Transport Canada - Ontario Region (PHE) Environment and Engineering				Environmental Coordinator	4900 Yonge Street		North York	ON	M2N 6A5	EnviroOnt@tc.gc.ca		(416) 952-0514
Hydro One Networks Inc.	Mr.	Walter	Kloostra	Sustainment Investment Planning	483 Bay Street	North Tower, 15th Flo	Toronto	ON	M5G 2P5	w.d.kloostra@hyrdoone.com	(416) 345-5114	(416) 345-5443
Ministry of Agriculture, Food and Rural Affairs- West-Central Region	Ms.	Carol	Neumann	Rural Planner	6484 Wellington Road 7	Unit 10	Elora	ON	N0B 1S0	carol.neumann@ontario.ca	(519) 846-3393	(519) 846-8178
Ministry of Infrastructure - Ontario Growth Secretariat, Growth Policy, Planning and Analysis Branch	Mr.	Andrew	Theoharis	Manager (A), Growth Policy	777 Bay Street	4th Floor, Suite 425	Toronto	ON	M5G 2E5	andrew.theoharis@ontario.ca	(416) 325-5794	(416) 325-7403
Ministry of Municipal Affairs and Housing- Western Municipal Service Office	Mr.	Bruce	Curtis	Manager, Community Planning and Development	659 Exeter Road	2nd Floor	London	ON	N6E 1L3	bruce.curtis@ontario.ca	(519) 873-4026	(519) 873-4018
Ministry of Natural Resources- Guelph (Southern Region)	Mr.	David	Marriot	District Planner (A)	1 Stone Road West		Guelph	ON	N1G 4Y2	mike.stone@ontario.ca; david.marriott@ontario.ca	4955; (519) 826-4912; (519) 826-4929 (David	(519) 826-4929
Ministry of Tourism, Culture and Sport, Culture Services Unit	Ms.	Paula	Kulpa	Land Use Planning, Culture Services Unit	401 Bay Street	Suite 1700	Toronto	ON	M7A 0A7	paula.kulpa@ontario.ca	(416) 314-7137	(416) 314-7175
Ontario Power Generation	Ms.	Susan	Rapin	Director, Environment Services	700 University Avenue		Toronto	ON	M5G 1X6	susan.rapin@opg.com	(416) 592-6399	
Bell Canada, Municipal Operations Centre	Mr.	John	Lachapelle		100 Borough Drive	Floor 5 Blue	Scarborough	ON	M1P 4W2			
Enbridge Gas Distribution Inc.	Mr.	Vince	Cina	Supervisor, Planning and Design	500 Consumers Road		North York	ON	M2J 1P8			
MTS – Allstream					50 Worcester Road		Etobicoke	ON	M9W 5X2	utility.circulations@mtsallstream.com	(416) 649-7527	
Rogers Communications	Ms.	Marian	Wright	Planning Coordinator	3573 Wolfedale Road		Mississauga	ON	L5C 3T6	Marion.Wright@rci.rogers.com	(905) 897-3914; (888) 764-3771	
Upper Thames Conservation Authority				Planner	1424 Clarke Road		London	ON	N5V 5B9	infoline@thamesriver.on.ca	(519) 451-2800	(519) 451-1188
Union Gas Limited	Ms.	Lindsay	Robinson	District Engineer	PO Box 2001		Chatham	ON	N7M 5M1		(519) 352-3100	
Consultation and Accommodation Unit (CAU) Ontario Office										UCA-CAU@aadnc-aandc.gc.ca (use 'Aboriginal consultation information'		
Ministry of Aboriginal Affairs - Policy and Relationships Branch										MAA.EA.Review@ontario.ca		
Infrastructure Ontario	Mr.	Keith	Noronha	Environmental Management, Team Assistant						Keith.Noronha@infrastructureontario.c	(416) 327-2755	
Environmental Assessment Coordination, Environment Unit, Lands and Trusts Services					25 St. Clair Avenue East	8th Floor	Toronto	ON	M4T 1M2	EACoordination_ON@aadnc-aandc.gc.ca		
Canadian Environmental Assessment Agency - Ontario Region	Ms.	Anjala	Puvananathan	Ontario Region Director	55 St. Clair Avenue East	Suite 907	Toronto	ON	M4T 1M2	anjala.puvananathan@ceaa-acee.gc.c	(416) 952-1575	(416) 952-1573
Department of Fisheries and Oceans Canada - Fish Habitat Management	Ms.	Sara	Eddy	Senior Habitat Biologist, Ontario-Great Lakes Area	District Office	867 Lakeshore Road	Burlington	ON	L7R 4A6	sara.eddy@dfo-mpo.gc.ca	(905) 336-4535	(905) 336-6286
Hydro One Inc.	Mr.	Tony	Ierullo	Manager	483 Bay Street	North Tower, 14th Flo	Toronto	ON	M5G 2P5	ierullo@HydroOne.com	(416) 345-5213	(416) 345-5395
Hydro One Real Estate Management	Ms.	Joan	Zhao		185 Clegg Road		Markham,	ON	L6G 1B7	Joan.Zhao@HydroOne.com	(905) 946-6230	
Hydro One Networks Inc.	Mr.	Walter	Kloostra	Sustainment Investment Planning	483 Bay Street	North Tower, 15th Flo	Toronto	ON	M5G 2P5	w.d.kloostra@hyrdoone.com	(416) 345-5114	(416) 345-5443
Ministry of Environment - Environmental Assessment and Approvals Branch										MEA.NOTICES.EAAB@ontario.ca		
Ministry of the Environment - London Regional and Distict Office, Southwestern Region				Planner and Environmental Assessment Coordinator	733 Exeter Road		London	ON	N6E 1L3		code 519: 1-800-265-7672 (519) 873-5000	(519) 873-5020
Ministry of Transportation - Southwestern Region	Mr.	Kevin	Bentley	Manager- Engineering Office	659 Exeter Road		London	ON	N6E 1L3	kevin.bentley@ontario.ca	(519) 873-4373	(519) 873-4388
Ontario Provincial Police- Operations Policy and Strategic Planning Bureau	Ms.	Paula	Brown		777 Memorial Avenue	3rd Floor	Orillia	ON	L3V 7V3	Paula.Brown@ontario.ca	(705) 329-6903	
Ministry of Health and Long-Term Care	Mr.	Tony	Amalfa	Manager, Environmental Health Policy and Programs	393 University Avenue	21st Floor	Toronto	ON	M7A 2S1	tony.amalfa@ontario.ca	(416) 327-7634	(416) 327-0984
Bell Canada	Ms.	Wendy	Lefebvre	Design Manager, Access Network	5115 Creekbank Road West	3rd Floor	Mississauga	ON	L4W 5R1	wendy.lefebvre@bell.ca	(905) 219-4558	(416) 701-6489
Bell Canada	Mr.	Scott	Moon	Implementation Department	5115 Creekbank Road	3rd Floor, West Towe	Mississauga	ON	L4W 5R1	scott.moon@bell.ca	(905) 219-4558	(416) 701-6489
Festival Hydro	Ms.	Kathy	Pearson	Engineering	Head Office Attention:Kathy Pearson	P.O. Box 397	Stratford	ON	N5A 6T5		(519) 271 4700 ext. 203	(519) 271 7204
Rogers Business Solutions	Mr.	Tony	Basson	Director of Environment and Sustainability	1 Mount Pleasant Road		Toronto	ON	M4Y 2Y5		(416) 935-3140	
Telus												
Enbridge Pipelines Ltd.	Ms.	Ann	Newman	Crossing Co-ordinator	801 Upper Canada Drive	P.O. Box 128	Sarnia	ON	N7T 7H8			
Perth District Health Unit	Dr.	Miriam	Klassen	Medical Officer of Health & Chief Executive Officer	653 West Gore Street		Stratford	ON	N5A 1L4	Web: http://www.pdhu.on.ca	(519) 271-7600	(519) 271-2195

Project Name: Town of St. Marys Future Soild Waste Disposal Needs
Client Name: The Corporation of the Town of St. Marys
Project No.: 300032339

Agency/Organization	Title	First Name	Last Name	Position	Address 1	Address 2	City	Province	Postal Code	Email	Telephone	Fax
Trans Canada Corporation- Community, Safety and					Community, Safety and Environment	450 - 1 Street SW	Calgary	AB	T2P 5H1	cs_e@transcanada.com	1.855.920.1909	1.403.920.2397
Trans-Northern Pipelines Inc.	Mr.	Satish	Korpal	Coordinator, Crossings and Facilities	45 Vogell Road	Suite 310	Richmond Hill	ON	L4B 3P6	skorpal@tnpi.ca	(905) 770-3353 ext. 211	(905) 770-8675
Ausable Bayfield Conservation Authority				Planner	R.R # 3	71108 Morrison Line	Exeter	ON	N0M 1S5	info@abca.on.ca	Toll Free: 1-888-286-2610; (519) 235-2610	(519) 235-1963
St. Marys Fire Department	Mr.	Dennis	Brownlee	Fire Chief	172 James St. S	P.O. Box 2975	St. Mary's	ON		dbrownlee@town.stmarys.on.ca	Tel: 519-284-1752	Fax: 519-284-1751
County of Perth Ambulance	Mr.	Cliff	Eggleton	EMS Deputy Chief/Operations Manager	187 Erie Street, 2nd Floor		Stratford	ON	N5A 2M6	www.perthcounty.ca	(519) 273-7382 ext. 224	
Heritage St. Marys	Mr.	Larry	Pfaff	Co-Chairperson	P O Box 998	St. Marys Town Hall	St. Marys	ON	N4X 1B6	Cultural Services Email:		
Heritage St. Marys	Ms.	Jan	Mustard	Co-Chairperson	P O Box 998	St. Marys Town Hall	St. Marys	ON	N4X 1B6		Tel: 519-284-3556	519-284-3881
Middlesex (London) OPP Dispatch	Mr.	Steve	Porter	Inspector	823 Exeter Road		London	ON	N6E 1W1		519-681-0300	519-680-2649
Avon Maitland District School Board				Planner	Board Education Centre	62 Chalk Street N.	Seaforth	ON	N0K 1W0	info@fc.amdsb.ca	(519) 527-0111 or 1-800-592-5437	(519) 527-0222
Huron Perth District Catholic School Board				Planner	Board Office, 87 Mill Street	P.O. Box 70	Dublin	ON	N0K 1E0		(519) 345-2440	(519) 345-2449
Conseil scolaire Viamonde				Planner	116 Cornelius Pkwy		North York	ON	M6L 2K5	www.csviamonde.ca/csviamonde	(416) 614-0844	(416) 397-2012
Conseil scolaire de district des écoles catholiques du Sud-Ouest					7515 Forest Glade Promenade		Windsor	ON	N8T 3P5	Website: vibe.csdecso.on.ca	(519) 948-9227	(519) 948-1091
Canadian Pacific Railway- Pension Real Estate/ Land Management Office					ATTN: Pension Real Estate/Land Management	1290 Central Parkway	Mississauga	ON	L5C 4R3			
CN Rail	Mr.	Stefan	Linder	Manager, Public Works Design and Construction	4 Welding Way (off Administration Road)		Vaughan	ON	L4K 1B9	stefan.linder@cn.ca	(905) 669-3264	(905) 760-3406
The Corporation of the Town of St. Marys	Mr.	David	Blake	Environmental Coordinator	408 James Street South	P.O. Box 998	St. Marys	ON	N4X 1B6	dblake@town.stmarys.on.ca	519-284-2340 Ext. 209	519-284-0902
Township of Perth South	Ms	Lizet	Scott	Clerk	3191 Road 122		St. Pauls	ON	N0K 1V0	lscott@perthsouth.ca	519-271-0619 ext. 224	519-271-0647
Perth County	Ms.	Kerri Ann	O'Rourke	County Clerk	Office of Chief Administrative Officer	1 Huron Street	Stratford	ON	N5A 5S4		519-271-0531	519-271-2723

R.J. Burnside & Associates Limited 1053 Brock Road Unit 202 Pickering ON L1W 3T7 Canada
telephone (905) 686-3067 **fax** (905) 686-9652 **web** www.rjburnside.com

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Minutes of Meeting

Town of St. Marys Solid Waste Disposal Capacity Environmental Assessment, Terms of Reference

Meeting Date:	March 28, 2013	**Date Prepared:**	April 9, 2013
Time:	11 am		
Location:	Town of St. Marys, Municipal Operations Centre 408 James St. South		
File No.:	300032339		

Those in attendance were:

Wesley Wright	Ministry of the Environment
Kevin McLlwain	Town of St. Marys
Dave Blake	Town of St. Marys
Chad Papple	Town of St. Marys
Debanjan Mookerjea	R.J. Burnside & Associates Limited
James Hollingsworth	R.J. Burnside & Associates Limited

The following items were discussed: **Action by**

1. Introductions

1.1 Kevin began the meeting by welcoming everyone and then asked each person at the table to introduce themselves. Each person gave their name and their role on this project.

- Kevin started, stating that he is the CAO/Clerk at St. Marys.
- Dave is the Environmental Coordinator for St. Marys, and is the lead contact for the Town on this project.
- Chad is St. Marys' Senior Manager of Operations, and is responsible for the day-to-day operation of the Town's landfill site (among other duties).
- Wesley told us that he is the Project Officer responsible for coordinating the Ministry's review of the Terms of Reference (TOR).
- Debanjan is Burnside's Project Manager for the St. Marys solid waste management related work programs, which include this TOR effort and other components such as landfill monitoring.

Action by

- James is Burnside's task lead for the TOR work.

2. Existing Conditions

2.1 Kevin noted the maps (with air photo background) on the wall of the conference room. He said that they were somewhat out of date, but they show the Town's municipal boundary. Kevin went on to:

- Point out areas of the maps and indicated the zoning/official plan and current developments (i.e., changes not reflected by the air photos) that are underway.
- Show the location of the existing landfill site. Kevin noted that the lands were purchased from St. Marys Cement (SMC). SMC had used the land previously as a clay quarry before landfilling began in the 1970's. The land transferred from SMC to the Town in 2010.
- Explain that there are no lands within the Town, beyond the existing landfill site property, which would be available for use as a new landfill. This is the reason that the (November 2012) TOR focussed on expansion of the existing site.

The Town is to send Wesley copies of 1) the zoning/official plan and 2) current Town mapping with air photo overlay. — Town

2.2 Kevin noted that the Town had gone through a process in Q3-2012 to review their options with respect to consultant services moving forward on the solid waste management file. Council decided in March 2013 to move to Burnside for this work, including moving forward with the TOR efforts and ultimately the Environmental Assessment (EA) work. Wesley asked for a copy of this Council decision. — Town

Debanjan discussed the files that were made available to Burnside in October 2012, and noted that some additional files have been received during March 2013.

Wesley stated that, from the Ministry's perspective, switching consultants is not a concern. The Ministry is looking for the TOR to adequately explain the reasons behind setting the scope for the EA work.

2.3 Wesley discussed the TOR as received by the Ministry to date. He noted that there are still some concerns with the TOR, particularly that previous Ministry comments had not been addressed. Overall, there is a concern with the TOR focussing only on expansion of the existing landfill site.

Wesley said that the focussed EA needs a strong defence of why St. Marys believes it is the best way to move forward. The Ministry will want to see studies that support the approach described in the TOR. It needs to be more than just the Town's official plan.

Dave noted that the existing landfill site has only three more years of capacity. Kevin and Debanjan stated that other options, such as waste

Action by

export, are being considered to address short and long term disposal capacity. The remaining capacity and disposal alternatives will be added to the TOR to help strengthen it and address Ministry comments.

There was some discussion of alternatives such as thermal treatment of the waste (i.e., incineration, gasification, or similar technologies). James stated that there are many sources that indicate these technologies are only practical for communities dealing with more than 100,000 tonnes per year due to the cost of the emissions technologies. Wesley said this is a good example where a technical memo could be produced, referencing these sources. The TOR could then exclude thermal treatment technologies as impractical for St. Marys. Such would likely satisfy the Ministry and the public that the TOR's scope need not include thermal technologies.

Similarly for waste diversion, Wesley indicated it would be good to receive information to illustrate why enhanced waste diversion in itself would not be a feasible long-term solution, while recognizing it could help to extend the existing or proposed life span for the landfill site.

Wesley and Kevin agreed that changing the TOR approach to include, for example, looking at export options and strengthening the remaining comments around the focus on the existing landfill property, would be appropriate. Wesley said that documentation needs to provide clarity as to why alternatives are discounted so that non-technical people can understand the reasoning.

2.4 Wesley and Debanjan discussed previous Ministry concerns with the TOR. Debanjan noted there are two proponent response tables, one from July 2012 and a second in February 2013. Debanjan asked Wesley for further feedback on which of the responses needed additional modification to fully address MOE comments. Wesley provided Debanjan with a printed copy of his March 4, 2013 memorandum regarding the Ministry's review of the TOR and supporting documentation that had been submitted. Wesley indicated the letter summarized all outstanding issues and comments.

3. Public Consultation

3.1 Wesley stated that the Ministry has a duty to ensure that the public consultation effort include First Nations people. The Haudenosaunee Development Institute (HDI) and the Haudenosaunee Documentation Committee (HDC) were on the original mailing list for the TOR. However, somewhere along the way, HDI was dropped from the list. Wesley recommended that both HDI and HDC be re-contacted to review and comment upon the revised TOR.

As part of the discussion it was noted that:

- It is not required that St. Marys pay for First Nation reviews.
- St. Marys, potentially through Burnside, must continue to engage

Action by

First Nations until the First Nations tell us otherwise.
- A combination of letters, emails and phone call records should be used to document the First Nation discussions.

3.2 Wesley and Debanjan discussed the previous public consultation meeting. Wesley indicated that the information submitted to the Ministry regarding tables/boards on the screening of alternatives did not provide sufficient information. The Town and Burnside will review the previous submission and will discuss how to address this Ministry concern. Town & Burnside

4. TOR Submission/Time-Out

4.1 Wesley noted that the TOR process is currently on a Time-Out, which began March 21, 2013. As of this meeting, the current time-out runs for seven more weeks (to May 15, 2013).

4.2 There was discussion that, given the Town's remaining (three year) disposal capacity, the Town would like to revise the TOR rather than start the process over again. It was noted that making too many changes to the TOR may mean that the TOR is not what the public had previously reviewed. The public consultation process may need to be reinitiated in this case. All agreed that the TOR does need wholesale changes, and so reinitiating the public consultation process is unlikely given the modifications currently envisioned.

Wesley indicated that public review of a slightly revised TOR would occur through the Ministry's process. He stated that the redlined version of the TOR, dated February 2013, was a good step toward addressing Ministry concerns, and the discussions today make him think we are now on the right track.

5. Teleconference Schedule

5.1 It was agreed that we would set a teleconference for 11 am on Tuesday, April 16, to discuss the TOR changes proposed to address the remaining MOE concerns. Town

6. Landfill Site Tour

6.1 The meeting at the Municipal Operations Centre ended at approximately noon. Kevin excused himself at this point while the remaining attendees drove to the St. Marys landfill site for a brief tour.

The site layout, history and existing operations were explained to Wesley. It was also noted that the last landfill cell under the existing site approval would begin construction (preparation for landfilling) this summer (2013).

The meeting ended at approximately 1pm.

Action by

The preceding are the minutes of the meeting as observed by the undersigned. Should there be a need for revision, please advise within seven days. In the absence of notification to the contrary, these minutes will be deemed to be an accurate record of the meeting.

Minutes prepared by:

R.J. Burnside & Associates Limited

Debanjan Mookerjea
Project Manager
DM:cv

Distribution: All Present (via email)

032339 Minutes 120328.docx
4/9/2013 3:45 PM

R.J. Burnside & Associates Limited 292 Speedvale Avenue West Unit 20 Guelph ON N1H 1C4 Canada
telephone (519) 823-4995 **fax** (519) 836-5477 **web** www.rjburnside.com

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Date: April 23, 2013 **File No.:** 300032339

Project: St. Marys Landfill Individual Environmental Assessment

Table 1 Plan to Address MOE Comments Dated March 14, 2013 on the Draft Terms of Reference

MOE Comment		Plan to Address Comment
Section 3.0 Description and Purpose of the Undertaking		
1	The calculations are incorrect; one additional year of 1 % growth has been added to each calculation. For example, the estimated fill rate for the year 2017 should be 10,829 cubic metres.	Calculations will be revised.
2	Comments received indicate a concern regarding the population growth rate for the Town and the annual fill rate projections. Please ensure that both are considered when finalizing annual fill rate estimates in the EA.	Burnside will review the background data (and calculations used) for estimating the fill rate projections.
Section 5.0 Justification for "Focused" EA		
3a	More detail is provided for the rationale of a focused ToR, but there remains no documentation to support why the EA should be "focused," nor why landfill expansion at the existing site is the only feasible landfilling alternative. There is no table indicating how each "alternative to" was scored for the five evaluation criteria—the draft amended ToR simply states that Landfilling was the only "alternative to" that scored Yes for all five criteria. A table summarizing the results of this evaluation (for each alternative and each criterion) is recommended.	• A table will be created to summarize the evaluation, including how each alternative scored under each criterion.
3b	Additionally, there is no record of the December 3, 2009 Public Information Open House boards. The handout (Appendix E.1) has only two pages speaking to "alternatives to" and "alternative methods," with no indication of their relative scoring for each evaluation criterion nor identification of preferred or recommendation alternative.	• Additional documentation from the Dec. 3, 2009 PIC will be obtained from CRA if possible and included in the TOR. • The "alternatives to" and the "alternative methods" tables will be reviewed. If possible the evaluation criteria and relative rankings will be supplied. We anticipate some revisions will be required as discussed in item 4b.
4a	In the response table, you refer to September 18, 2012 and September 25, 2012 St. Mary's Committee-of-the-Whole records. Neither seems to have been provided to EASS.	Committee-of-the-Whole records for both meetings will be included in an appendix in the TOR.
4b	In accordance with Section 4.2.5 of the Code of Practice, were "alternatives to" previously considered during a separate planning or decision-making process? How were "alternatives to" or alternative methods (such as other landfill sites) screened? What environmental or locational factors or restrictions or benefits support a landfill at this location as opposed to another location? What is the performance of the existing landfill and is cost a factor for the proponent? Does the proponent own any other landfill sites which can be considered? If the earlier process had similar provisions to those of the EAA such as: • An examination of alternatives; • Regard for the environment and environmental effects; • Public consultation with interested persons such as the public and municipalities; • Ability for the public to inspect the planning document in its entirety; • Approval by a recognized decision-making body in a transparent manner such as municipal council resolution or provincial government policy decision, then a proponent may propose to limit the discussion of previously examined alternatives. Relevant information previously considered under Master Plans, Growth Plans, Official Plans, Feasibility Studies etc. are examples of documents that could be submitted with a ToR as part of the supporting documentation to support the selection of alternatives for examination in the EA.	• We will demonstrate, per 3b, how "alternatives to" and "alternative methods" have been previously screened. • We will describe the environmental and locational factors, restrictions and benefits that support consideration of expanding the existing St. Marys Landfill Site. • Landfill monitoring to date indicates that the St. Marys Landfill Site is performing well. • Cost is a factor for the Town that must be considered. • We will review with the Town any historic, closed landfill sites that may be candidate areas. Further, we will review undeveloped areas of the Town that may be suitable for consideration as a

MOE Comment		Plan to Address Comment

		new landfill site.
		• The evaluation of alternative methods will be further documented to include a more detailed examination of other alternatives including:
		  • Waste diversion;
		  • Thermal technologies;
		  • Shipping waste to another existing landfill;
		  • Consideration of alternative sites for a new landfill in St. Marys;
		  • Or others.
		• The Individual Environmental Assessment work completed by the Town prior to O.Reg. 101/07 will be documented (if available).
		• Master Plans, Growth Plans, Official Plans and similar will be described in the ToR and made available (likely web access). As a single level municipal government, St. Marys is not reliant on others for these plans.

5	Supporting documents could include: comments of support for the project and preferred alternative of expanding the existing landfill submitted during a Public Information Open House; a complete copy of the display boards at the December 3, 2009 Public Information Open House (Appendix E.1 appears to provides only the Information Package given to attendees); Committee-of-the-Whole records; and land-use mapping to support the claim that there is no other suitable area within the Town boundaries for a landfill. If supporting documents are not provided, this may be viewed as insufficient evidence to support the rationale for a "focused EA" approach.	• PIC materials will be obtained from CRA, if possible, and included in an appendix. Documents to support the focused EA approach will be included to further justify the preferred alternative. • Additional documentation as described in 3b, 4a and 4b will be provided, including mapping of the Town showing background air photos, zoning, OP or similar data. Air photos are likely to exclude current construction/development, so these will be indicated as well.
Section 7.0 Alternative Methods to be Considered		
6	While potential data sources are identified, many of the criteria listed are not suitable evaluation criteria (e.g., waste disposal volume, ability to enhance channel, leachate generation, access road configuration). The criteria and indicators used in the evaluation of alternatives are to relate to the five aspects of the environment as it is defined in the EAA: natural, social, cultural, economic, and built environment. For example, how does "waste disposal volume" relate to net impact on the environment? If this relates to a concern regarding land required for the alternative (e.g., size of landfill), the indicator could be acres of land to be acquired. Section 4.2.7 of the Code of Practice for Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario provides some examples of evaluation criteria and indicators. Comment #12 of the July 4, 2012 EASS provides further examples. It is unclear how many of the criteria listed in the draft amended ToR relate to environmental effects, which aspect of the environment is being affected, and no indicator is provided for each.	Evaluation criteria will be revised to better reflect the natural, social, cultural, economic, and built environment. Criteria will be developed in accordance with the Code of Practice for Preparing and Reviewing Terms of Reference for Environmental Assessments.
7	Per comment #12c of the July 4, 2012 comments, the ToR should clearly state that the criteria and/or indicators may change and will be further refined in the EA.	The TOR will be updated accordingly.
8	Please describe the *"pair-wise comparison process"* that is expected to be used for the evaluation of "alternative methods". What pairs will be compared? Why only pairs instead of all of the alternatives concurrently? Will the comparison be binary (e.g., yes/no), comparative (more/less) or scaled? Further elaboration and clarification is required for the reader to understand this comparison process, in part because it does not seem to be one that is commonly used.	A pair-wise comparison of four alternatives would compare 1-2, 1-3, 1-4, 2-3, 2-4 and 3-4 as to which is preferred between each pair for a certain criteria. The alternative that wins the most comparisons would be the best for that criteria. Weightings of criteria can be applied (i.e., groundwater protection is 2x more important than level of service) and overall scores developed for each alternative. Burnside must still review CRA's previous efforts in this regard to determine how best to proceed. A

MOE Comment		Plan to Address Comment
		pair-wise comparison process is but one of the Decision Support Systems (DSS, sometimes called Decision Support Methodology) that may be used. Some aspects of the EA review may be better suited to particular DSS based on the kind of data, i.e., qualitative or quantitative, that is to be compared. Burnside will review available criteria developed by the Town and CRA during previous public consultation efforts. During the EA public consultation effort, we will define or refine these criteria. The EA document will include discussion supporting the evaluations of "alternative methods", to be clear, logical and traceable. Burnside will provide examples of the comparison processes such that we the reader can understand each type. As noted in Comment 7, the evaluation criteria may change and will be further refined during the EA process.
Section 9.1.1.1 Geology/Hydrogeology		
9	Due to comments provided by M. Harris, MOE Regional Hydrogeologist, on December 3, 2012, please include a commitment to develop the hydrogeologic studies in consultation with MOE. Mr. Harris stated that an overview of the planned additions to the monitoring strategy (additional groundwater investigations) would have been helpful, because it would help MOE to identify any concerns ahead of time and to help the Town to optimize the installation of new instrumentation.	Hydrogeological studies will be developed in consultation with MOE. A commitment to this will be stated in the TOR.
10	On December 12, 2012, J. Arthur, MOW Source Protection Planner, stated that the Site is situated within a Significant Groundwater Recharge Area. Please amend the sentence referring to source protection to state that the Upper Thames River Source Protection Area Assessment Report and Source Protection Plan will be considered during the EA.	An appropriate amendment will be made in the TOR and the EA will provide due consideration to the report and plan.
Section 9.1.1.2 Surface Water		
11	The first paragraph states that the ditch/swale will be modified (in consultation with MOE and UTRCA), but the third paragraph seems to read that no changes are proposed to the ditch/swale (at the location of its exit from the Site, nor upstream/downstream of the Site). In a December 4, 2012 email to me, you indicate that the drain will be relocated and that: The proposed relocated drain location is along that where the drain enters the Site on the eastern property turn the drain to run north adjacent to the eastern property and then west along the northern property limit and join back up to the existing drain prior to the current drain exit from the Site. The relocated drain would be at the perimeter of the Site and away from the disposal area. The expanded landfill footprint is proposed for the southeastern portion of the Site. The site entrance, composting, recycling, etc. will be moved to the northern west portion of the Site. Part of the EA will be to refine the site design components based on the studies conducted during the EA. It is confusing to the reader (1) if there will be any modifications to this surface water feature, and (2) what the proposed nature of those modifications happens to be. Please clarify this.	Burnside needs to undertake further review of the drain realignment. Our current understanding is that this realignment is needed for the existing, ongoing operation of the landfill site. It may therefore be more appropriately dealt with through the Drainage Act. If the realignment is to accommodate landfill expansion, it will be considered as a design element in the EA. References to the realignment should be removed from the ToR in either case. This will avoid confusion to the reader. Burnside will review the previous consultation effort with respect to the drain realignment. We may recommend clarification be provided, through a new PIC or by other means, so that the public is aware of the change to the ToR.
Section 9.1.3.1 Cultural Heritage Resources		
12	In response to comments received by D. Minkin, Heritage Planner on December 21, 2012, please remove the text "almost completely" to reflect simply that the Site Study Area has been disturbed by landfilling and industrial activities.	Text will be changed accordingly. The EA effort will define the extent of disturbed area.
Section 11.2 EA Consultation Program		
13	Principle #6 states that the EA consultation program will include meetings with Aboriginal communities, but this is not reflected in the proposed activities. Please revise activity #9 to also reflect the request for meetings rather in addition to commenting on draft documents disseminated for review.	Activity #9 will be revised accordingly.
Section 12 EA Work Plan		
14	Per comment #16 of the July 4, 2012 comments: for the EA, a section describing consultation on the EA and its results should be provided within the EA and not in an additional	Consultation undertaken during the EA will be

MOE Comment		Plan to Address Comment
	stand-alone document submitted with the EA. As such, please delete the text *"Record of Consultation", which will accompany and support the EA Report,* which appears twice in the section. The sentence succeeding it should read "The EA will include a section describing consultation on the EA and its results."	documented within the EA itself and not in a separate document. The TOR will be updated to reflect this.
General Comments		
15	The opening paragraph defines the Town of St. Marys landfill site as "Site." But there are numerous other references throughout the document other than this, including: St. Marys Landfill, existing St. Marys Landfill Site, existing landfill Site, etc. It is recommended that you simply use Site throughout for consistency. In Section 16.0, the term is defined once again.	The definition of the “Site” will be clarified and used in a consistent manner throughout the TOR document.
	The EASS is of the view that the additions and modification to the ToR outlined above should be undertaken prior to submission of the amended ToR. As such, please made the suggested modifications to the document and resubmit to me for review, to ensure that the changes have been made. I ask that this be done prior to submission of the amended ToR to the minister because failing to make these changes may affect the ability of the minister to approve the document in its current state.	The revised TOR will be submitted to Welsey Wright prior to submission to the Minister.

St. Marys - Draft TOR, MOE EA File No. 02-08-01

Jamie Hollingsworth to: Wesley.Wright 06/27/2013 04:06 PM

Cc: "Dave Blake", "Chad Papple", "Kevin McLlwain", Debanjan Mookerjea, Tricia Radburn

Wesley;

Please find attached a draft copy of the "Proposed Terms of Reference, St. Marys Future Solid Waste Disposal Needs Environmental Assessment". We realize that we are just a little over a week until the end of the current Time Out (expiring June 8, 2013). In that short time though, we were hopeful that you could take a brief look at these TOR and provide any preliminary - unofficial if you prefer - comments.

I will call you early next week (Tuesday or Wednesday) to discuss this. In the mean time, have a great Canada Day!

Best regards,
Jamie

Please note my new office address and phone numbers !

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

032339_St. Marys Landfill TOR.pdf

FW: St. Marys - FN list
Wright, Wesley (ENE)
to:
Debanjan.Mookerjea@rjburnside.com
07/09/2013 03:53 PM
Cc:
"jamie.hollingsworth@rjburnside.com"
Hide Details
From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>,

Cc: "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>
History: This message has been forwarded.

1 Attachment

Southwest Region Contact info for St. Mary's Landfill EA JULY 2013.doc

To supplement info provided to you already, attached is a mailing list provided to me by Ms. Lareina Rising, Sr Advisor of MOE's Aboriginal Affairs Branch.

Thanks,

Wesley

Please consider the environment before printing this email.

From: Rising, Lareina (ENE)
Sent: July 9, 2013 3:13 PM
To: Wright, Wesley (ENE)
Subject: RE: St. Marys - FN list

Wesley,
I have reviewed the list. It is complete (if not overly so). I reviewed the documents you sent me in December and I see now that the proponent (consultant) requested advice on the list in 2006 from OSAA (precursor to the Ministry of Aboriginal Affairs). I also see some correspondence with INAC.
If we were to re-do the list today it might look a little different, however since the proponent has been in contact with the communities listed below then we will leave the list as is.

For your interest, I have included the contact information for the communities in the SWR. I have organized it to include the Community leadership info as well as a technical contact (all items should be cc'd to the technical contact).

The Union of Ontario Indians is a Political Territorial Organization and likely would not be commenting on behalf of the communities so I have not included their contact info.

Thanks,
Lareina

Lareina Rising
Senior Advisor
Aboriginal Affairs Branch
Ontario Ministry of the Environment

Email: Lareina.Rising@ontario.ca
Phone: 519-336-4743

From: Wright, Wesley (ENE)
Sent: July 5, 2013 4:35 PM
To: Rising, Lareina (ENE)
Subject: St. Marys - FN list

Hi, Lareina. List of FNs for St. Marys:

- Union of Ontario Indians
- MNO
- Caldwell FN
- WIFN
- Kettle and Stoney Point FN
- Oneida
- Chippewas of the Thames
- Munsee Delaware
- Six Nations
- Mississaugas of New Credit
- Moravian of the Thames Delaware Nation
- Chippewas of Sarnia 45
- Windsor Essex Métis Community Council

Thanks,

Wesley


Please consider the environment before printing this email.

Fw: St. Marys - FN list

Jamie Hollingsworth to: Tricia Radburn 07/09/2013 03:56 PM

History: This message has been forwarded.

F.Y.I.

----- Forwarded by Jamie Hollingsworth/RJB on 07/09/2013 03:56 PM -----

From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>,
Cc: "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>
Date: 07/09/2013 03:53 PM
Subject: FW: St. Marys - FN list

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Lareina Rising
Senior Advisor

Aboriginal Affairs Branch
Ontario Ministry of the Environment

Email: Lareina.Rising@ontario.ca
Phone: 519-336-4743

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- Munsee Delaware
- Six Nations
- Mississaugas of New Credit
- Moravian of the Thames Delaware Nation
- Chippewas of Sarnia 45
- Windsor Essex Métis Community Council

Thanks,

Wesley

Southwest Region Contact info for St. Mary's Landfill EA JULY 2013.doc

Contact information for the Aboriginal communities [WITHIN MOE SWR] on the Town of St. Mary's Landfill Expansion EA Consultation list		**Updated: July 7, 2013** **Questions may be directed to:** **Lareina Rising** **Senior Advisor** **Aboriginal Affairs Branch** **Ministry of the Environment** **Ph (519) 336-4743** **Email: Lareina.Rising@ontario.ca**
Aboriginal Community Name (From community websites or correspondence)	**Nearby town/city & [MOE District]**	**Contact information/mailing address for Leadership and other contacts**
Aamjiwnaang (formerly Chippewas of Sarnia First Nation)	Sarnia, ON [Sarnia District]	Chief Chris Plain Aamjiwnaang Administration Office 978 Tashmoo Ave. Sarnia, ON N7T 7H5 519-336-8410 Email: cplain@aamjiwnaang.ca Other contact: Sharilyn Johnston Environment Coordinator Aamjiwnaang Administration Office 978 Tashmoo Ave. Sarnia, ON N7T 7H5 519-336-8410

		Email: sjohnston@aamjiwnaang.ca
Bkejwanong Territory (Walpole Island First Nation)	Wallaceburg, ON [Sarnia District]	Chief Burton Kewayosh Jr. Bkejwanong Territory R. R. #3 Wallaceburg, ON N8A K9 Phone (519) 627-1481 Fax (519) 627-0440 <u>Other contact</u>: Dean Jacobs, Consultation Manager Walpole Island Heritage Centre R.R. #3 Wallaceburg, ON N8A 4K9 Ph: 519-627-1475 Email: dean.jacobs@wifn.org Jared Macbeth Project Review Coordinator WIFN External Projects Program Walpole Island Heritage Centre R.R. #3 Wallaceburg, ON N8A 4K9 Ph: 519-627-1475 Email: Jared.macbeth@wifn.org

Chippewas of Kettle and Stony Point First Nation	Forest. ON [Sarnia District]	Chief Tom Bressette Chippewas of Kettle and Stony Point First Nation 6247 Indian Lane, RR#2 Forest, Ontario, Canada N0N 1J1 Phone: 519-786-2125 Fax: 519-786-2108 <u>Other Contact</u>: Suzanne Bressette Communications Relations Officer 6247 Indian Lane, RR#2 Forest, Ontario, Canada N0N 1J1 Phone: 519-786-2125 ext. 115 Email: sue.bressette@kettlepoint.org
Oneida Nation of the Thames **ONYOTA'A:KA**	Southwold, ON [London District]	Chief Joel Abram Oneida Nation of the Thames 2212 Elm Ave Southwold, ON N0L 2G0 Canada Ph: 519-652-3244 <u>Other contact</u>: April Varewyck Environmental Coordinator Oneida Nation of the Thames 2706 Nicholas Road Southwold, Ontario N0L 2G0

		Ph: 519-652-3244 Email: April.varewyck@oneida.on.ca
Chippewas of the Thames First Nation	Muncey, ON [London District]	Chief Joe Miskokomon Chippewas of the Thames First Nation 320 Chippewa Road., Muncey, Ontario N0L 1Y0 Ph: 519 289 5555 Fax: 519 289 2230 Other Contact: Rolanda Elijah Director, Lands and Environment Dept. Email: relijah@cottfn.com Ph: 519-289-2662 ext 209 Chippewas of the Thames Lands and Environment 4 Anishinaabeg Drive Muncey, Ontario N0L1YO Fallon Burch Consultation Officer Lands and Environment Dept Email: fburch@cottfn.com Ph: 519-289-2662 X213

Munsee-Delaware First Nation	Muncey, ON [London District]	Administration Office R. R. #1 Muncey, ON N0L 1Y0 Ph: (519) 289-5396 Fax: (519) 289-5156 Other Contact: Dan Miskokoman Band Manager Ph: (519) 289-5396 Fax: (519) 289-5156 Email: band.manager@munsee-delware.org drskoke@hotmail.com
Delaware Nation (Moravian of the Thames)	Thamesville, ON [Windsor Area]	Chief Greg Peters Delaware Nation **(Moravian of the Thames)** 14760 School House Line R. R. #3 Thamesville, Ontario N0P 2K0 Ph: (519) 692-3936 Fax: (519) 692-5522 Email: gcpeters@mnsi.net Other Contact: Tina Jacobs

		Lands & Resources Consultation Manager 14979 Schoolhouse line Thamesville, ON ph:519-692-4290 Email: tnajay@xplornet.ca Justin Logan Lands & Resources Assistant Ph: 519-692-4290 Email: loganju@xplornet.ca
Caldwell First Nation	Leamington, ON [Windsor Area]	Chief Louise Hillier Caldwell First Nation P.O. Box 388 Leamington, Ontario N8H 3W3 Ph: (519) 678-3831 Fax: (519) 322-1533 lmh@porchlight.ca cfnchief@live.com
Windsor Essex Métis Council	Windsor, ON [Windsor Area]	Andrew Good, President 4745 Huron Church Line Windsor, ON N9H1H5 PH: 519-972-1063 TOLL FREE 1-888-243-5148

		FAX: 519-974-3739 andrew_j_good@hotmail.com website: www.windsoressexmetis.com Other Contact: James Wagar Consultation Assessment Coordinator Lands, Resources and Consultations 222-75 Sherbourne St. Toronto, ON M5A 2P9 Ph: 416-977-9881 Fax: 416-977-9911 Email: jamesw@metisnation.org

Re: St Marys - responses to March 4, 2013 comments

Jamie Hollingsworth to: Wright, Wesley (ENE) 08/06/2013 02:09 PM

Cc: "Debanjan.Mookerjea@rjburnside.com", "Dave Blake", "Chad Papple", "Kevin McLlwain"

Wesley;

Rather than re-sending the table that was created back in April, I have updated the table to describe how we have implemented changes in the draft TOR. This new table, dated today, should make your review even easier than using the April version. Note that I've kept the column with the April "plans" so you can see what was said at the time (I made one minor edit to shorten the text).

Similarly, the draft TOR that was submitted by email in July was updated to indicate that it is "amended" per your recommendation. To my recollection, there are no other changes. It is probably best to work from this version in any event as it is Burnside's most recent, and the one that has been submitted to HCCC and HDI for review and comment.

If you have any questions about the draft TOR, please feel free to give me a call.

Take Care,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

130806_Actions to Address MOE Comments on TOR_032339.pdf

032339_St. Marys Landfill TOR.pdf

"Wright, Wesley (ENE)" Good morning, gentlemen. I can't see... 08/06/2013 11:52:41 AM

From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>, "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>,
Date: 08/06/2013 11:52 AM
Subject: St Marys - responses to March 4, 2013 comments

Good morning, gentlemen. I can't seem to locate it – have you the table of responses to the outstanding concerns/comments (in the MOE letter dated March 4, 2013 to CRA) that you can email me? It would expedite my review.

Thanks,

Wesley Wright | Project Officer
Environmental Approvals Branch | Ministry of the Environment
2 St. Clair Avenue West, Floor 12A | Toronto ON | M4V 1L5
T 416.325.5500 | **TF** 1.800.461.6290 | **F** 416.314.8452 | **E** wesley.wright@ontario.ca

R.J. Burnside & Associates Limited 292 Speedvale Avenue West Unit 20 Guelph ON N1H 1C4 Canada
telephone (519) 823-4995 **fax** (519) 836-5477 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Date: August 6, 2013 **File No.:** 300032339

Project: St. Marys Landfill Individual Environmental Assessment

Table 1: Plan to Address MOE Comments Dated March 14, 2013

MOE Comment		Initial Plan to Address Comment[1]	Actions Undertaken and Planned to Address Comment per draft TOR[2]
Section 3.0 Description and Purpose of the Undertaking			
1	The calculations are incorrect; one additional year of 1 % growth has been added to each calculation. For example, the estimated fill rate for the year 2017 should be 10,829 cubic metres.	Calculations will be revised.	Revised calculations are presented in Section 2.1.2.
2	Comments received indicate a concern regarding the population growth rate for the Town and the annual fill rate projections. Please ensure that both are considered when finalizing annual fill rate estimates in the EA.	Burnside will review the background data (and calculations used) for estimating the fill rate projections.	These factors have been considered as discussed in Section 2.1.
Section 5.0 Justification for "Focused" EA			
3a	More detail is provided for the rationale of a focused ToR, but there remains no documentation to support why the EA should be "focused," nor why landfill expansion at the existing site is the only feasible landfilling alternative. There is no table indicating how each "alternative to" was scored for the five evaluation criteria—the draft amended ToR simply states that Landfilling was the only "alternative to" that scored Yes for all five criteria. A table summarizing the results of this evaluation (for each alternative and each criterion) is recommended.	• A table will be created to summarize the evaluation, including how each alternative scored under each criterion.	The TOR has been updated to provide a more comprehensive discussion and evaluation of alternatives to be considered under the TOR. Table 4.1 and 4.2 in particular summarize the process through which the alternatives were evaluated as well as associated results.
3b	Additionally, there is no record of the December 3, 2009 Public Information Open House boards. The handout (Appendix E.1) has only two pages speaking to "alternatives to" and "alternative methods," with no indication of their relative scoring for each evaluation criterion nor identification of preferred or recommendation alternative.	• Additional documentation from the Dec. 3, 2009 PIC will be obtained from CRA if possible and included in the TOR. • The "alternatives to" and the "alternative methods" tables will be reviewed. If possible the evaluation criteria and relative rankings will be supplied. We anticipate some revisions will be required as discussed in item 4b.	The documentation included in CRA's November 2012 "Record of Consultation" has been provided in PDF format to the Town (and Burnside). Additionally, the former consultant wrote an email indicating that very few people (beyond Town staff) attended the public information centre (PIC) meeting. Burnside intends to create a new appendix (added to the existing draft TOR dated June 2013) that includes a description of the First Nation consultation efforts that we are currently undertaken and including the previous consultant's statement.
4a	In the response table, you refer to September 18, 2012 and September 25, 2012 St. Mary's Committee-of-the-Whole records. Neither seems to have been provided to EASS.	Records for both meetings will be included in an appendix in the TOR.	These documents are included in the TOR Appendices.

[1] As emailed to Wesley Wright (MOE) by Debanjan Mookerjea (Burnside) on April 23, 2013 (slightly edited for brevity).
[2] Referring to Draft TOR dated June 2013, as emailed to Wesley Wright (MOE) by Jamie Hollingsworth (Burnside) on June 26, 2013.

MOE Comment		Initial Plan to Address Comment[1]	Actions Undertaken and Planned to Address Comment per draft TOR[2]

4b	In accordance with Section 4.2.5 of the Code of Practice, were "alternatives to" previously considered during a separate planning or decision-making process? How were "alternatives to" or alternative methods (such as other landfill sites) screened? What environmental or locational factors or restrictions or benefits support a landfill at this location as opposed to another location? What is the performance of the existing landfill and is cost a factor for the proponent? Does the proponent own any other landfill sites which can be considered? If the earlier process had similar provisions to those of the EAA such as:
	• An examination of alternatives;
	• Regard for the environment and environmental effects;
	• Public consultation with interested persons such as the public and municipalities;
	• Ability for the public to inspect the planning document in its entirety;
	• Approval by a recognized decision-making body in a transparent manner such as municipal council resolution or provincial government policy decision,
	then a proponent may propose to limit the discussion of previously examined alternatives. Relevant information previously considered under Master Plans, Growth Plans, Official Plans, Feasibility Studies etc. are examples of documents that could be submitted with a ToR as part of the supporting documentation to support the selection of alternatives for examination in the EA.
		• We will demonstrate, per 3a, how "alternatives to" and "alternative methods" have been previously screened.
		• We will describe the environmental and locational factors, restrictions and benefits that support consideration of expanding the existing St. Marys Landfill Site.
		• Landfill monitoring to date indicates that the St. Marys Landfill Site is performing well.
		• Cost is a factor for the Town that must be considered.
		• We will review with the Town any historic, closed landfill sites that may be candidate areas. Further, we will review undeveloped areas of the Town that may be suitable for consideration as a new landfill site.
		• The evaluation of alternative methods will be further documented to include a more detailed examination of other alternatives including:
		  • Do Nothing
		  • Waste diversion;
		  • Thermal technologies;
		  • Shipping waste to another existing landfill;
		  • Consideration of alternative sites for a new landfill in St. Marys;
		  • Or others.
		• The Individual Environmental Assessment work completed by the Town prior to O.Reg. 101/07 will be documented (if available).
		• Master Plans, Growth Plans, Official Plans and similar will be described in the ToR and made available (likely web access). As a single level municipal government, St. Marys is not reliant on others for these plans.
			• "Alternatives to" have been evaluated as per the process described in Section 4 of the revised TOR. Alternative methods are described in Section 5.3.2
			• We have a copy of the Official Plan, which is available to everyone via the Town's web site. This link is provided in Table 5.2. It would be wasteful to include a full paper copy.

5	Supporting documents could include: comments of support for the project and preferred alternative of expanding the existing landfill submitted during a Public Information Open House; a complete copy of the display boards at the December 3, 2009 Public Information Open House (Appendix E.1 appears to provides only the Information Package given to attendees); Committee-of-the-Whole records; and land-use mapping to support the claim that there is no other suitable area within the Town boundaries for a landfill. If supporting documents are not provided, this may be viewed as insufficient evidence to support the rationale for a "focused EA" approach.	• PIC materials will be obtained from CRA, if possible, and included in an appendix. Documents to support the focused EA approach will be included to further justify the preferred alternative. • Additional documentation as described in 3b, 4a and 4b will be provided, including mapping of the Town showing background air photos, zoning, OP or similar data. Air photos are likely to exclude current construction/development, so these will be indicated as well.	Additional detail is provided in the TOR Appendices C and D.

MOE Comment		Initial Plan to Address Comment[1]	Actions Undertaken and Planned to Address Comment per draft TOR[2]
Section 7.0 Alternative Methods to be Considered			
6	While potential data sources are identified, many of the criteria listed are not suitable evaluation criteria (e.g., waste disposal volume, ability to enhance channel, leachate generation, access road configuration). The criteria and indicators used in the evaluation of alternatives are to relate to the five aspects of the environment as it is defined in the EAA: natural, social, cultural, economic, and built environment. For example, how does "waste disposal volume" relate to net impact on the environment? If this relates to a concern regarding land required for the alternative (e.g., size of landfill), the indicator could be acres of land to be acquired. Section 4.2.7 of the Code of Practice for Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario provides some examples of evaluation criteria and indicators. Comment #12 of the July 4, 2012 EASS provides further examples. It is unclear how many of the criteria listed in the draft amended ToR relate to environmental effects, which aspect of the environment is being affected, and no indicator is provided for each.	Evaluation criteria will be revised to better reflect the natural, social, cultural, economic, and built environment. Criteria will be developed in accordance with the Code of Practice for Preparing and Reviewing Terms of Reference for Environmental Assessments.	Alternative methods are now described in Section 5.3.2. In that section, and earlier sections, we have used the more generic “technical criteria” to describe components intrinsic to the alternatives, or to the alternative methods, that will be evaluated. We have not specified what these “technical criteria” will be given that they will be different for each alternative. We indicate that we will develop the criteria as part of the EA process, and in consultation with the public.
7	Per comment #12c of the July 4, 2012 comments, the ToR should clearly state that the criteria and/or indicators may change and will be further refined in the EA.	The TOR will be updated accordingly.	In Section 3, we have added the statement: *As the assessment progresses, the scope of, and need for, the EA may change.* We have made similar statements elsewhere in these TOR as well.
8	Please describe the *"pair-wise comparison process"* that is expected to be used for the evaluation of "alternative methods". What pairs will be compared? Why only pairs instead of all of the alternatives concurrently? Will the comparison be binary (e.g., yes/no), comparative (more/less) or scaled? Further elaboration and clarification is required for the reader to understand this comparison process, in part because it does not seem to be one that is commonly used.	A pair-wise comparison of four alternatives would compare 1-2, 1-3, 1-4, 2-3, 2-4 and 3-4 as to which is preferred between each pair for a certain criteria. The alternative that wins the most comparisons would be the best for that criteria. Weightings of criteria can be applied (i.e., groundwater protection is 2x more important than level of service) and overall scores developed for each alternative. Burnside must still review CRA’s previous efforts in this regard to determine how best to proceed. A pair-wise comparison process is but one of the Decision Support Systems (DSS, sometimes called Decision Support Methodology) that may be used. Some aspects of the EA review may be better suited to particular DSS based on the kind of data, i.e., qualitative or quantitative, that is to be compared. Burnside will review available criteria developed by the Town and CRA during previous public consultation efforts. During the EA public consultation effort, we will define or refine these criteria. The EA document will include discussion supporting the evaluations of “alternative methods”, to be clear, logical and traceable. Burnside will provide examples of the comparison processes such that we the reader can understand each type. As noted in Comment 7, the evaluation criteria may change and will be further refined during the EA process.	Discussion of the comparison process has been spread among the alternatives that are being considered. This is described in Section 5.3 and other areas of the document as well. We have removed specific mention of the pair-wise comparison process.

MOE Comment		Initial Plan to Address Comment[1]	Actions Undertaken and Planned to Address Comment per draft TOR[2]
Section 9.1.1.1 Geology/Hydrogeology			
9	Due to comments provided by M. Harris, MOE Regional Hydrogeologist, on December 3, 2012, please include a commitment to develop the hydrogeologic studies in consultation with MOE. Mr. Harris stated that an overview of the planned additions to the monitoring strategy (additional groundwater investigations) would have been helpful, because it would help MOE to identify any concerns ahead of time and to help the Town to optimize the installation of new instrumentation.	Hydrogeological studies will be developed in consultation with MOE. A commitment to this will be stated in the TOR.	We are adding a note on Table 5.3 that reads: *The Town is committed to developing any hydrogeologic studies in consultation with MOE. This may include additional instrumentation at the Town's existing landfill site to help determine its suitability to be expanded.*
10	On December 12, 2012, J. Arthur, MOW Source Protection Planner, stated that the Site is situated within a Significant Groundwater Recharge Area. Please amend the sentence referring to source protection to state that the Upper Thames River Source Protection Area Assessment Report and Source Protection Plan will be considered during the EA.	An appropriate amendment will be made in the TOR and the EA will provide due consideration to the report and plan.	Table 5.3 summarizes the type of information to be collected from background information sources for each of the Alternatives under review.
Section 9.1.1.2 Surface Water			
11	The first paragraph states that the ditch/swale will be modified (in consultation with MOE and UTRCA), but the third paragraph seems to read that no changes are proposed to the ditch/swale (at the location of its exit from the Site, nor upstream/downstream of the Site). In a December 4, 2012 email to me, you indicate that the drain will be relocated and that: The proposed relocated drain location is along that where the drain enters the Site on the eastern property turn the drain to run north adjacent to the eastern property and then west along the northern property limit and join back up to the existing drain prior to the current drain exit from the Site. The relocated drain would be at the perimeter of the Site and away from the disposal area. The expanded landfill footprint is proposed for the southeastern portion of the Site. The site entrance, composting, recycling, etc. will be moved to the northern west portion of the Site. Part of the EA will be to refine the site design components based on the studies conducted during the EA. It is confusing to the reader (1) if there will be any modifications to this surface water feature, and (2) what the proposed nature of those modifications happens to be. Please clarify this.	Burnside needs to undertake further review of the drain realignment. Our current understanding is that this realignment is needed for the existing, ongoing operation of the landfill site. It may therefore be more appropriately dealt with through the Drainage Act. If the realignment is to accommodate landfill expansion, it will be considered as a design element in the EA. References to the realignment should be removed from the ToR in either case. This will avoid confusion to the reader. Burnside will review the previous consultation effort with respect to the drain realignment. We may recommend clarification be provided, through a new PIC or by other means, so that the public is aware of the change to the ToR.	The addition of alternatives beyond expansion of the existing landfill site have lead Burnside to provide a more general description of the existing environment (Section 5.5). The relocation of the existing municipal drain is not dependent upon the Alternative that is selected through this EA process. We have therefore removed specific discussion in these TOR. Per the general description provided, if an alternative requires relocation of the drain, then the environmental effects of such a relocation effort will be accounted for in the EA process.
Section 9.1.3.1 Cultural Heritage Resources			
12	In response to comments received by D. Minkin, Heritage Planner on December 21, 2012, please remove the text "almost completely" to reflect simply that the Site Study Area has been disturbed by landfilling and industrial activities.	Text will be changed accordingly. The EA effort will define the extent of disturbed area.	This comment has been removed. In Sections 4.1, 5.5 and 5.6 we have identified that cultural (and archaeological) components of the environment will be studied relative to the alternatives (export and existing site expansion).
Section 11.2 EA Consultation Program			
13	Principle #6 states that the EA consultation program will include meetings with Aboriginal communities, but this is not reflected in the proposed activities. Please revise activity #9 to also reflect the request for meetings rather in addition to commenting on draft documents disseminated for review.	Activity #9 will be revised accordingly.	This is now Section 6.3.5 of Burnside's report. We have added: • Additional consultation (e.g. meetings with Chief and Council, community meetings, etc.), as required based on interest.

MOE Comment		Initial Plan to Address Comment[1]	Actions Undertaken and Planned to Address Comment per draft TOR[2]
Section 12 EA Work Plan			
14	Per comment #16 of the July 4, 2012 comments: for the EA, a section describing consultation on the EA and its results should be provided within the EA and not in an additional stand-alone document submitted with the EA. As such, please delete the text *"Record of Consultation", which will accompany and support the EA Report,* which appears twice in the section. The sentence succeeding it should read "The EA will include a section describing consultation on the EA and its results."	Consultation undertaken during the EA will be documented within the EA itself and not in a separate document. The TOR will be updated to reflect this.	CRA's Section 12, EA Work Plan, has been moved into Burnside's Section 5, which describes the methodology to be used during the EA process. Public consultation efforts are now combined elsewhere in Burnside's document (as below). We have revised the text overall, meaning that the suggested wording did not fit, though the intention of that wording is contained in the Section. CRA Section 11, Consultation Program, is now provided in Sections 6 (EA program consultation) and 9 (TOR program consultation) of Burnside's document. For the TOR consultation, we intend to use CRA's November 2012 *Record of Consultation*. For the EA program, Section 6.4 now describes the reporting that will be provided in the EA report.
General Comments			
15	The opening paragraph defines the Town of St. Marys landfill site as "Site." But there are numerous other references throughout the document other than this, including: St. Marys Landfill, existing St. Marys Landfill Site, existing landfill Site, etc. It is recommended that you simply use Site throughout for consistency. In Section 16.0, the term is defined once again.	The definition of the "Site" will be clarified and used in a consistent manner throughout the TOR document.	With a revised focus of the EA, to include disposal at "export sites", we are less reliant upon the definition of "Site" to mean the Town's existing landfill site. There is no longer a Section 16. We have revised the numbering of Sections to better group related ideas.
	The EASS is of the view that the additions and modification to the ToR outlined above should be undertaken prior to submission of the amended ToR. As such, please made the suggested modifications to the document and resubmit to me for review, to ensure that the changes have been made. I ask that this be done prior to submission of the amended ToR to the minister because failing to make these changes may affect the ability of the minister to approve the document in its current state.	The revised TOR will be submitted to Welsey Wright prior to submission to the Minister.	Draft document has been prepared and reviewed with the Town. Burnside has incorporated the Towns comments into the draft TOR, and we have submitted the draft TOR to the Ministry. Coinciding with this, Burnside has, on the Town's behalf, undertaken efforts to discuss the draft TOR with HCCC and HDI.

St. Marys landfill - comments on draft ToR
Wright, Wesley (ENE)
to:
Debanjan.Mookerjea@rjburnside.com
08/26/2013 06:08 PM
Cc:
"Dave Blake (dblake@town.stmarys.on.ca)", "Lashbrook, Ross (ENE)", "jamie.hollingsworth@rjburnside.com"
Hide Details
From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>,
Cc: "Dave Blake (dblake@town.stmarys.on.ca)" <dblake@town.stmarys.on.ca>, "Lashbrook, Ross (ENE)" <Ross.Lashbrook@ontario.ca>, "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>
History: This message has been replied to and forwarded.

1 Attachment

EASS Comments on draft amended ToR_130826.doc

Good afternoon, Debanjan. As discussed earlier today with Jamie, attached please find EASS's comments on the June 2013 draft amended ToR for the Town of St. Marys waste management capacity expansion EA. Per Ontario Regulation 616/98 (Deadlines Regulation), and as discussed this afternoon, your current timeout request expires this Friday (August 30, 2013).

Thanks,

Wesley Wright | Project Officer
Environmental Approvals Branch | Ministry of the Environment
2 St. Clair Avenue West, Floor 12A | Toronto ON | M4V 1L5
T 416.325.5500 | **TF** 1.800.461.6290 | **F** 416.314.8452 | **E** wesley.wright@ontario.ca

Ministry of the Environment

Environmental Approvals Branch

2 St. Clair Avenue West
Floor 12A
Toronto ON M4V 1L5
Tel.: 416 314-8001
Fax: 416 314-8452

Ministère de l'Environnement

Direction des autorisations environnementales

2, avenue St. Clair Ouest
Étage 12A
Toronto ON M4V 1L5
Tél : 416 314-8001
Téléc. : 416 314-8452

Ontario

August 26, 2013

MEMORANDUM

TO: Debanjan Mookerjea
Corporate Business Manager
R.J. Burnside International Limited

FROM: Wesley Wright
Project Officer
Environmental Approvals Branch

RE: Review of the Draft Amended Terms of Reference for the Town of St Marys Landfill Site Capacity Expansion Environmental Assessment
EA FILE NO. 02-08-01

Thank you for submitting the above referenced Terms of Reference (ToR), which was received on June 8, 2013 by the Environmental Assessment Services Section (EASS).

The amendments made to this ToR are largely in response to discussions with EASS staff and to the March 4, 2013 EASS comments on the draft amended ToR provided to Conestoga-Rovers & Associates, the previous consultants for this project. Included with the June 2013 amended draft ToR was a table indicating how the March 4, 2013 comments have been addressed.

The EASS has reviewed the draft amended ToR as it relates to the March 4, 2013 EASS comments on the draft amended ToR. The EASS offers the following comments for your consideration when finalizing the amended ToR for formal submission.

Section 1.0 – Introduction

1. "Terms of Reference" refers to the documents and should accordingly be singular, not plural (e.g,. *this TOR*, not *these TOR*). The opening sentence is correct, but the rest of the document requires revision.

Section 2.0 – Description and Purpose of the Undertaking

2. "Cubic metres" is used in this section but "m^3" is used elsewhere in the document; please be consistent.

3. What will be the total municipal solid waste management capacity required for the project over the forty-year time horizon? Is the 535,000 m^3 stated in section 1.0 the *additional* capacity required, or does that include the rated capacity of the existing municipal landfill? It is unclear to the reader.
4. Section 2.1.2: It is not clear to the reader why a 1% increase in annual fill rate was used for planning purposes. If it is because of the average population growth rate of approximately 1% per year (from section 2.1.1), and it is assumed that there is a perfect correlation between fill rate and population rate, then clearly state so.
5. The ToR states that records from the past four years indicate a large fluctuation in annual fill rates (9,800 to 17,300 m^3). In light of this, a one percent annual increase and/or using the 2009 annual fill rate of 10,000 m^3 may seem conservative and result in an underestimation of future annual fill rates. You may wish to revisit your fill rate projections and/or consider strengthening the rationale for using the values that you have.
6. Page 8, paragraph 1: This paragraph is confusing. Please clarify that in 2005 the Town initiated an e-waste collection program for landfill diversion, thereby banning the disposal of e-waste in the landfill.
7. The following paragraph states MSHW instead of MHSW.
8. The Problem Statement is vaguely worded: how is "appropriate" defined? You may wish to clarify this in a manner that allows for greater transparency of selection criteria (e.g., cost-effective, technologically feasible, economically feasible, etc.).

Section 3.0 – The Environmental Assessment Process

9. The 'TOR' acronym is defined on page 11, but has already been defined earlier in the document, on page 1.
10. Figure 3.1: by "preliminary technical assessments," I assume you are referring to existing conditions reports. If so, these are to be completed prior to the completion of the evaluation of alternatives – environmental effects cannot be determined until the existing conditions are first known.

Section 4.0 – Alternatives to be Assessed

11. The "enhanced waste diversion" Alternative To was screened to be "partially preferred." As such, it should also be identified as an Alternative To that will be carried forward. If the rationale for failing to do so is because it cannot alone address the Problem Statement, then this should be overtly stated. This comment also applies to section 5.3.1.
12. Table 4.2 indicates that the Energy From Waste alternative was screened out because it failed to address the Problem Statement. See Comment 8; how does this alternative fail to "appropriately" address the Town's solid waste management needs for the next 40 years?

Section 5.0 – EA Methodology

13. You may wish to number the pages of Table 4.2, but at any rate, there is no page 15 to this document.
14. Table 5.1 indicates Green Lane Landfill, but Figure 5.2 indicates Greenlane Landfill. Please use the correct name.
15. Per section 4.2.7 of the ToR Code of Practice, the ToR should usually include evaluation criteria, indicators and potential data sources—examples of which are

provided. I have provided you with the appendix of an approved ToR which includes this information. Please be sure to include evaluation criteria for each of the five aspects of the environment: natural, social, economic, cultural, and built.

16. Section 5.3.1: the title of Stage 1 is the same as that of Stage 2 (Evaluation of Alternatives To). Please use a different title for each to delineate the two stages as being different from one another.
17. Table 5.2: "At or near the expanded landfill" assumes that expansion of the existing landfill will be the preferred alternative. Because this evaluation has not yet been conducted, this can be perceived as predetermining the outcome of the EA. As such, please removed the word "expanded" from the third column of the table (and anywhere else, as applicable).
18. Section 5.4.1: Figure 5.4 is referenced but is not in the ToR. It is not the same as Figure 5.3 because Figure 5.3 does not include potential haul routes between the Town and potential receiving landfills in other jurisdictions.
19. Sections 5.6, 5.7 and 5.8: Potential effects and corresponding mitigation measures are to be considered for Alternative Methods, as well as the preferred undertaking and the Alternatives To. Please revise the text (including that in section 5.3) to reflect this. If your evaluation of alternatives (using the evaluation criteria/indicators—see comment 15) will be that for post-mitigation, please ensure this is clearly stated, and presented in the evaluation.
20. Section 5.9: "section 0" is referenced – please correct this.
21. The Alternative To "increase waste diversion" was identified as being carried forward for consideration (as complementary to another Alternative To, since it is unable to address the problem on its own), but it is not mentioned in Section 5. Please ensure the ToR reflects this Alternative To being carried forward and considered during the EA. You may wish to elaborate on the capacity in which it will be evaluated. If it is to reduce waste generation rates, then would this not result in a reduction of the waste management capacity required for the Project and/or an increase to the Project's time horizon?
22. Figure 5.3: the "local study area" identified in this figure is not defined in the ToR. It cannot be the same as the "initial study area" because, as stated in section 5.4.1, it includes more than just the land proximal to the existing landfill.

Section 6.0 – EA Consultation Program

23. Section 6.3: the omission of "and meetings" from the Aboriginal consultation bullet, which is present for that of Agency consultation, leads the reader to believe that no meetings with Aboriginal communities will be considered for the EA. Subsections 6.3.4 and 6.3.5 clarify this. You may wish to remove confusion by either deleting "and meetings" for the Agency consultation bullet, or adding this to the Aboriginal consultation bullet.
24. Section 6.3.3: For consistency with the bulleted activities in section 6.3, please add "Project" to the start of this subsection heading.
25. Page 33, first bullet: please consider adding "and/or e-mails" after follow-up phone calls; e-mail provides another means of follow-up with Aboriginal communities.
26. Section 6.4, second paragraph: please mention that the EA Report will also include any commitments made to address the comments that were raised. In addition, you may wish to clarify that it is the EA Report and not simply the EA that will include a summary of consultation activities, as well as comments raised and how they were addressed.

27. Per section 4.2.9 of the ToR Code of Practice, the EA Consultation Plan should also include a discussion of how input from interested persons will be obtained. I don't see mention of this in the June 2013 draft ToR.

Section 7.0 – EA Compliance Monitoring

28. Please delete "A strategy and schedule for completing" from the text. The compliance monitoring plan, and not simply a strategy and schedule for its completion, is to be developed during the EA.

Section 9.0 – Terms of Reference Consultation

29. With no additions having been made to the Record of Consultation submitted in November 2012, this indicates to the reader that no consultation activities have been engaged in since that time. Because you have been in contact with, at a minimum, MOE (for timeout requests, comments on draft ToR, etc.), you are required to ensure that the Record of Consultation is up to date by including that correspondence—in addition to any correspondence and communications with other agencies, Aboriginal communities or members of the public concerning this project since the time of the November 2012 proposed ToR submission.
30. It is unclear why two different terms/acronyms (PIC and PIOH) are used for open houses (pages 32 and 37). Please consider using only one term to avoid confusion.

Section 11.0 – Flexibility of the Terms of Reference

31. Paragraph 2: you may wish to clarify the second sentence ("It is therefore possible that in…") by adding "as a result of changing circumstances between the time of writing the terms of reference and preparation of the EA."
32. The use of "insignificant" as a qualifier is advised against; it is difficult to define/determine, and there may be changes required that may result in environmental effects that are more than insignificant. The purpose of the flexibility clause is simply to allow for the framework to adapt to new circumstances that may unfold during the EA that were not anticipated during the writing of the ToR, such that the EA remains compliant with the approved ToR.

Appendix C – EFW Technical Memorandum

33. The footnotes do not align with the footnote references on each page (e.g., footnote 7 reference is on page 3, but footnote 7 is on page 4).
34. The word "adaptation" is used in sections 4.2 and 6.0, when I believe it should read "adoption."
35. Section 4.2: "…which could limit the Town's future options." Future options for what? The text is unclear.
36. Page 4, paragraph 1: "they Town" should read "the Town."
37. Section 5.2.1, paragraph 2: For increased readability, you may wish to insert a period after "related to particle size." In addition, 2.5 micron particles pose a greater risk of impact than what? And what sort of impact? Please edit "claims exists" to "claims exist."
38. Section 6.0, paragraph 1: "It was highlighted that the technology…" – where was this highlighted? There is no reference; please add one. Additionally, please tie in

how community size is a factor to capital costs. Do you mean the community size (and therefore the tax base) of St. Marys?

Appendix D – Possible New Landfill Sites within the Town

39. Section 2.0: I'd understood that the proposed expansion is for an additional 535,000 m^3, rather than for a total volume of 535,000 m^3. If this is correct, please revise the text accordingly.
40. Table 1: There are two different slopes (4:1 and 20:1) both sharing the same parameter, maximum slope. Is one of them the minimum slope?
41. You may be able to locate a new landfill site within WHPA-C or WHPA-D. If memory serves, owing to their lower vulnerability score, a threat could never be more than moderate. Please check the local Source Protection Plan(s) to see if there are any policies governing prescribed activities to which the proposed undertaking may apply. You may contact the local Source Protection Authority (conservation authority) for this information.
42. Section 3.2: Where is it recommended, and by whom, that the landfill setback is 100 metres from natural features? Please include the appropriate reference here.
43. As discussed earlier in the month, please also be sure to revise Figure 1 (constraints mapping) to more clearly identify possible sites for a new landfill within the Town, including the size of each (in hectares).

The EASS is of the view that the additions and modification to the ToR outlined above should be undertaken prior to submission of the amended ToR. As such, please consider making the suggested modifications to the document and resubmitting to me for review, to ensure that the changes have been made. Failing to make these changes may affect the ability of the minister to approve the document in its current state.

Should you have any questions, please contact me by phone at 416-325-5500 and/or email at wesley.wright@ontario.ca.

Wesley Wright

c. Ross Lashbrook, A/Manager, Environmental Assessment Services Section
Dave Blake, Town of St. Marys

BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Attachment E4a

Agency TOR Review

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[The Difference is our People]

November 15, 2013

Via: Courier

Canadian Transportation Agency - Rail, Air and Marine Disputes Directorate
15 Eddy Street
Gatineau QC K1A 0N9

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an Individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the ToR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1G 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

— Agency —
300032339
St-Marys

View Shipment Details

Shipment Date
2013-11-15

To
Canadian Transportation Agency
Mr. Luc Fortin
15 EddyStreet
GATINEAU, Quebec
Canada, K1A0N9

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From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019364778	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
Luc Fortin

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019364778 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 8:50 a.m.
Received By: Sylvain

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Gatineau, QC, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	8:50 a.m.	Hull, PQ	Shipment delivered to SYLVAIN at: MAIL ROOM
Nov 18, 2013	7:45 a.m.	Hull, PQ	On vehicle for delivery
Nov 15, 2013	8:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:21 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019364778	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

Department of Fisheries and Oceans Canada - Southern Ontario District
District Office, 3027 Harvester Road
Unit 304
Burlington ON L7R 4K3

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Department of Fisheries and Oc
Mr. Paul Savoie
3027 Harvester Road
District Office
BURLINGTON, Ontario
Canada, L7R4K3

Created
2013-11-15 05:23 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019369793	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency Paul Savoie

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019369793 View more details

Delivered
Monday, November 18, 2013 10:52 a.m.
Signature not required

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Burlington, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	10:52 a.m.	Burlington, ON	Shipment delivered at: RECEPTION
Nov 18, 2013	7:01 a.m.	Burlington, ON	On vehicle for delivery
Nov 16, 2013	9:50 p.m.	Toronto Sort Cntr/Cir TR, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019369793	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Courier

Environment Canada - Ontario Region
867 Lakeshore Road
P.O. Box 6050
Burlington ON L7R 4A6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15

To
Environment Canada - Ontario R
Mr. Rob Dobos
867 Lakeshore Road
BURLINGTON, Ontario
Canada, L7R4A6

Created
2013-11-15 05:25 PM

From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019371484	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency - Rob Dobos

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019371484 View proof of delivery and signature

Delivered
Monday, November 18, 2013 9:00 a.m.
Received By: James

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Burlington, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	9:00 a.m.	Burlington, ON	Shipment delivered to JAMES at: SHIP DOCK
Nov 18, 2013	7:02 a.m.	Burlington, ON	On vehicle for delivery
Nov 15, 2013	9:49 p.m.	Toronto Sort Ctr/ctr Tri, ON	Arrived at sort facility
Nov 15, 2013	6:26 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019371484	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
{The Difference is our People}

November 15, 2013

Via: Courier

Transport Canada - Ontario Region (PHE) Environment and Engineering
4900 Yonge Street
North York ON M2N 6A5

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Please submit any comments you may have on the revieed ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
{The Difference is our People}

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Transport Canada - Ontario Reg
4900 YONGE ST
NORTH YORK, Ontario
Canada, M2N6A5

Created
2013-11-15 05:30 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019375402	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
Transport Canada

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330019375402 View proof of delivery and signature

Delivered
Monday, November 18, 2013 8:58 a.m.
Received By: Hossian

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	North York, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	8:58 a.m.	Toronto (eastlest), ON	Shipment delivered to HOSSIAN at MAIL ROOM
Nov 18, 2013	8:01 a.m.	Toronto (eastlest), ON	On vehicle for delivery
Nov 15, 2013	9:44 p.m.	Toronto Sort Cntr/or Trl, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	5:35 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019375402	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

Hydro One Networks Inc.
483 Bay Street
North Tower, 15th Floor
Toronto ON M5G 2P5

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15

To
Hydro One Networks Inc.
Walter Kloostra
483 BAY ST
Floor # 15
TORONTO, Ontario
Canada, M5G2P5

Created
2013-11-15 05:27 PM

From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019372748	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
CSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
Walter Kloostra

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019372748 View proof of delivery and signature

Delivered
Monday, November 18, 2013 8:51 a.m.
Received By: Consu

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Toronto, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	8:51 a.m.	Toronto (downtown/ctr Ville),ON	Shipment delivered to CONSU at: MAIL ROOM
Nov 18, 2013	8:35 a.m.	Toronto (downtown/ctr Ville),ON	On vehicle for delivery
Nov 16, 2013	9:49 p.m.	Toronto Sort Ctr/ctr Tri, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019372748	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[The Difference is our People]

November 15, 2013

Via: Courier

Ministry of Agriculture, Food and Rural Affairs- West-Central Region
6484 Wellington Road 7
Unit 10
Elora ON N0B 1S0

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15

To
Ministry of Agriculture, Food
Carol Neumann
6484 Wellington Road 7
Floor # 10
ELORA, Ontario
Canada, N0B1S0

Created
2013-11-15 05:28 PM

From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019374009	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
Carol Neumann

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019374009 View proof of delivery and signature

Delivered
Monday, November 18, 2013 9:31 a.m.
Received By: Ora

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Elora, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	9:31 a.m.	Guelph, ON	Shipment delivered to ORA at: RECEPTION
Nov 18, 2013	8:06 a.m.	Guelph, ON	On vehicle for delivery
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019374009	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

Ministry of Infrastructure - Ontario Growth Secretariat, Growth Policy, Planning and Analysis Branch
777 Bay Street
4th Floor, Suite 425
Toronto ON M5G 2E5

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an Individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H9
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Ontario Growth Secretariat
Planning and Analysi
Andrew Theoharis
777 BAY ST
Floor # 4 Suite # 425
TORONTO, Ontario
Canada, M5G2E5

Created
2013-11-15 05:33 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019377580	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Ministry of Infrastructure / Agency / Ontario

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number 330019377580 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 9:54 a.m.
Received By: Lynn

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Toronto, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

Shipment Summary

Tracking #	Deliver By	Status
330019377580	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

History

Date	Local Time	Location	Description
Nov 18, 2013	9:54 a.m.	Toronto (dwntwn/ctr Ville),ON	Shipment delivered to LYNN at RECEPTION
Nov 18, 2013	7:22 a.m.	Toronto (dwntwn/ctr Ville),ON	On vehicle for delivery
Nov 18, 2013	6:16 a.m.	Toronto (dwntwn/ctr Ville),ON	Arrived at sort facility
Nov 18, 2013	6:14 a.m.	Toronto (dwntwn/ctr Ville),ON	Picked up by Purolator
Nov 16, 2013	8:41 p.m.	Toronto Sort Ctr/ctr Trl, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	5:38 p.m.	Purolator	Shipping label created

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Courier

Ministry of Municipal Affairs and Housing- Western Municipal Service Office
659 Exeter Road
2nd Floor
London ON N6E 1L3

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 603
Fax: 905-420-5247
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Agency

View Shipment Details

Shipment Date
2013-11-15

To
MMAH Western Municipal Ser ON
Mr. Bruce Curtis
659 Exeter Road
Floor # 2
LONDON, Ontario
Canada, N6E1L3

Created
2013-11-15 05:36 PM

From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019379438	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
Bruce Curtis

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330019379438 — View more details

Delivered
Monday, November 18, 2013 12:53 p.m.
Signature not required

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	London, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	12:53 p.m.	London, ON	Shipment delivered at: AT DOOR
Nov 18, 2013	7:28 a.m.	London, ON	On vehicle for delivery
Nov 15, 2013	9:41 p.m.	Toronto Sort Ctr/clr Trl, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019379438	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

Ministry of Natural Resources- Guelph (Southern Region)
1 Stone Road West
Guelph ON N1G 4Y2

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0002
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

092339 TOR Request Form.docx 18/11/2013 10:02 AM

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Mof NR Guelph Southern Reg.
Mr. David Marriot
1 STONE RD W
GUELPH, Ontario
Canada, N1G4Y2

Created
2013-11-15 05:39 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1485 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019381731	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
David Marriot

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330019381731 View proof of delivery and signature

Delivered
Monday, November 18, 2013 8:40 a.m.
Received By: Janine

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Guelph, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	8:40 a.m.	Guelph, ON	Shipment delivered to JANINE at: RECEPTION
Nov 18, 2013	6:58 a.m.	Guelph, ON	On vehicle for delivery
Nov 15, 2013	9:41 p.m.	Toronto Sort Cntr/Trt, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019381731	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1485 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: **Courier**

Ministry of Tourism, Culture and Sport, Culture Services Unit
401 Bay Street
Suite 1700
Toronto ON M7A 0A7

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1485 Pickering Parkway, Suite 200
Pickering ON L1G 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1485 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1485 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15

To
M of T, C and S
Culture Services Uni
Ms. Paula Kulpa
401 BAY ST
Suite # 1700
TORONTO, Ontario
Canada, M7A0A7

Created
2013-11-15 05:42 PM

From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019383968	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
Paula Kulpa

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019383968 View proof of delivery and signature

Delivered
Monday, November 18, 2013 7:53 a.m.
Received By: Judy

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Toronto, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	7:53 a.m.	Toronto (downsview/dr Ville),ON	Shipment delivered to JUDY at: MAIL ROOM
Nov 18, 2013	7:07 a.m.	Toronto (downsview/dr Ville),ON	On vehicle for delivery
Nov 16, 2013	9:41 p.m.	Toronto Sort Cir/dr Tri, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019383968	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

Ontario Power Generation
700 University Avenue
Toronto ON M5G 1X6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Ontario Power Generation
Ms. Susan Rapin
700 UNIVERSITY AVE
TORONTO, Ontario
Canada, M5G1X6

Created
2013-11-15 05:44 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019385815	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
Susan Rapin

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330019385815

View proof of delivery and signature

Delivered
Monday, November 18, 2013 8:56 a.m.
Received By: Robinson

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Toronto, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	8:56 a.m.	Toronto (dwntwn/ctr Ville),ON	Shipment delivered to ROBINSON at: MAIL ROOM
Nov 18, 2013	7:23 a.m.	Toronto (dwntwn/ctr Ville),ON	On vehicle for delivery
Nov 18, 2013	6:18 a.m.	Toronto (dwntwn/ctr Ville),ON	Arrived at sort facility
Nov 18, 2013	6:15 a.m.	Toronto (dwntwn/ctr Ville),ON	Picked up by Purolator
Nov 15, 2013	9:41 p.m.	Toronto Sort Ctr/ctr Tri, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	5:49 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019385815	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: **Courier**

Bell Canada, Municipal Operations Centre
100 Borough Drive
Floor 5 Blue
Scarborough ON M1P 4WZ

Re: **Town of St. Marys Future Solid Waste Disposal Needs**
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Bell Canada
Municipal Operations
Mr. John Lachapelle
100 BOROUGH DR
SCARBOROUGH, Ontario
Canada, M1P4W2

Created
2013-11-15 05:48 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1466 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019388066	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
John Lachapelle

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330019388066 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 9:52 a.m.
Received By: Zara

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Scarborough, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	9:52 a.m.	Toronto (eastleat), ON	Shipment delivered to ZARA at: SHIP DOCK
Nov 18, 2013	8:04 a.m.	Toronto (eastleat), ON	On vehicle for delivery
Nov 15, 2013	9:41 p.m.	Toronto Sort Cntctr Tri, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	5:53 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019388066	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

Enbridge Gas Distribution Inc.
500 Consumers Road
North York ON M2J 1P8

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	janie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Enbridge Gas Distribution Inc.
Mr. Vince Cina
500 CONSUMERS RD
NORTH YORK, Ontario
Canada, M2J1P8

Created
2013-11-15 05:49 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019369650	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency -
Vince Cina

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330019369650 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 10:39 a.m.
Received By: Kirby

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	North York, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

Shipment Summary

Tracking #	Deliver By	Status
330019369650	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

History

Date	Local Time	Location	Description
Nov 18, 2013	10:39 a.m.	Toronto (east/est), ON	Shipment delivered to KIRBY at: RECEPTION
Nov 18, 2013	7:47 a.m.	Toronto (east/est), ON	On vehicle for delivery
Nov 15, 2013	8:41 p.m.	Toronto Sort Cls/clr Tri, ON	Arrived at sort facility
Nov 15, 2013	8:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: **Courier**

MTS – Allstream
50 Worcester Road
Etobicoke ON M9M 5X2

Re: **Town of St. Marys Future Solid Waste Disposal Needs**
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

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We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15
To
MTS – Allstream
50 WORCESTER RD
ETOBICOKE, Ontario
Canada, M9W5X2

Created
2013-11-15 05:54 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019392449	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
MTS - Allstream

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019392449 View proof of delivery and signature

Delivered
Monday, November 18, 2013 8:32 a.m.
Received By: Dara

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Etobicoke, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	8:32 a.m.	Toronto (downtown/dtr Ville),ON	Shipment delivered to DARA at: SHIP DOCK
Nov 18, 2013	7:38 a.m.	Toronto (downtown/dtr Ville),ON	On vehicle for delivery
Nov 16, 2013	8:41 p.m.	Toronto Sort Center Trl, ON	Arrived at sort facility
Nov 15, 2013	8:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	8:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019392449	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

Agency
MTS-Allstream

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330010332449

View proof of delivery and signature

Delivered

Monday, November 18, 2013 8:32 a.m.

Received By: Dors

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Etobicoke, ON, CA
Est. Shipment Weight	1 lb		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	8:32 a.m.	Toronto (downsview Mile), ON	Shipment delivered to DARA at SHIP DOCK
Nov 18, 2013	7:39 a.m.	Toronto (downsview Mile), ON	On vehicle for delivery
Nov 15, 2013	8:41 p.m.	Toronto Sort Centre Trl, ON	Arrived at sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	5:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330010332449	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

Rogers Communications
3573 Wolfedale Road
Mississauga ON L5C 3T6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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St. Marys, ON N4X 1B6
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Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
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Pickering ON L1S 6H3
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - Agencies.docx
15/11/2013 4:43 PM

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Rogers Communications
Ms. Marian Wright
3573 WOLFEDALE RD
MISSISSAUGA, Ontario
Canada, L5C3T6

Created
2013-11-15 05:56 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019393603	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Agency
Rogers

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019393603 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 11:24 a.m.
Received By: Brian

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Mississauga, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	11:24 a.m.	Mississauga (westlouest), ON	Shipment delivered to BRIAN at SHIP DOCK
Nov 18, 2013	7:39 a.m.	Mississauga (westlouest), ON	On vehicle for delivery
Nov 18, 2013	2:45 a.m.	Mississauga (westlouest), ON	Arrived at sort facility
Nov 16, 2013	2:44 a.m.	Mississauga (westlouest), ON	Picked up by Purolator
Nov 16, 2013	8:41 p.m.	Toronto Sort Ctr/dc Tri, ON	Arrived at sort facility
Nov 15, 2013	8:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019393603	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: **Courier**

Upper Thames Conservation Authority
1424 Clarke Road
London ON N5V 5B9

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0502
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Agency

View Shipment Details

Shipment Date
2013-11-15
To
Upper Thames Conservation Auth
1424 CLARKE RD
LONDON, Ontario
Canada, N5V5B9

Created
2013-11-15 05:58 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019394890	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Upper Thames Conservation

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019394890 View proof of delivery and signature

Delivered
Monday, November 18, 2013 12:08 p.m.
Received By: Nora

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	London, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	12:08 p.m.	London, ON	Shipment delivered to NORA at: RECEPTION
Nov 18, 2013	7:28 a.m.	London, ON	On vehicle for delivery
Nov 16, 2013	9:41 p.m.	Toronto Sort Ctr/dr Trl, ON	Arrived at sort facility
Nov 15, 2013	9:29 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	9:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019394890	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[The Difference is our People]

November 15, 2013

Via: Mail

Union Gas Limited
PO Box 2001
Chatham ON N7M 5M1

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0802
Email: dblake@town.stmarys.on.ca

James Hollingsworth
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Pickering ON L1S 6H3
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James R. Hollingsworth, P.Eng.
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c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
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BURNSIDE
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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

092339 TOR Request Form.docx 15/11/2013 10:02 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 21, 2013

Via: Mail

Ms. Kathy Pearson
Festival Hydro, Engineering
P.O. Box 397
Stratford, ON N5A 6T5

Dear Ms. Pearson,

Re: Town of St. Marys Future Solid Waste Disposal Needs
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File No.: 300032339.0000

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

092339 TOR Request Form.docx 18/11/2013 10:02 AM

St Marys
0003233 .0000

Canada Post / Postes Canada
TOWN CENTRE
1355 Kingston Rd
PICKERING L1V1B8
GST/TPS#: 139500813

2013/11/15 12:43:35 Veronica
CC/0075159 W/31 TR2190535

ONT 13% 1@$11.11 $11.11
Regular Parcel/Colis Régulier

Actual Weight / Poids réel 1.302kg
To / À destination du code N4K0N3

This is your Tracking # / Ceci est votre no de repérage

0075159001377945

Coverage declined/Couverture refusée

ONT 13% 1@$0.00 $0.00
Delivery Confirm/Confirmat Livraison

ONT 13% 1@$0.67 $0.67
Fuel Surcharge/Supp. pour carburant

ONT 13% 1@$11.76 $11.76
Regular Parcel/Colis Régulier

Actual Weight / Poids réel 1.306kg
To / À destination du code N0A1N0

This is your Tracking # / Ceci est votre no de repérage

0075159001372952

Coverage declined/Couverture refusée

ONT 13% 1@$0.00 $0.00
Delivery Confirm/Confirmat Livraison

ONT 13% 1@$0.71 $0.71
Fuel Surcharge/Supp. pour carburant

For complete terms and conditions consult the Canada Postal Guide at www.canadapost.ca or any Post Office. Pour connaître les modalités complètes consultez le Guide des postes du Canada à l'adresse www.postescanada.ca ou à votre bureau de poste.

Sender warrants that the shipped item(s) do(es) not contain dangerous goods. L'expéditeur garantit que le ou les articles expédiés ne contiennent pas de matières dangereuses.

SUBTL/SOUS-TOTAL	$24.25
GST/TPS	$0.00
PST/TVP	$0.00
HST/TVH	$3.15
TOTAL/TOTAL	$27.40
CDN Cash / Espèces CAN	$30.00
CHG. DUE / MONNAIE	($2.60)
RND. CHG. / MONNAIE ARRONDIE	($2.60)

Agency - Kathy Pearson Canada Post.

CANADA POST POSTES CANADA

Agency Merge

Tracking Number

RW106961993CA

Product Type: Lettermail

Track History

Date	Time	Location	Description	Retail Location	Signatory Name
2013/11/26	10:37	STRATFORD	Item successfully delivered		
2013/11/26	10:37		Signature image recorded for Online viewing		KATHY PEARSON/ FEST HYDRO ENGI
2013/11/25	09:24	STRATFORD	Attempted delivery. Notice card left indicating where item can be picked up.		
2013/11/25	08:07	STRATFORD	Item processed		
2013/11/25	07:09	STRATFORD	Item processed at local delivery facility		
2013/11/25	04:55	KITCHENER	In transit		
2013/11/25	02:24	KITCHENER	Item processed		
2013/11/21	17:22	WHITBY	Item accepted at the Post Office		

Shipping Options and Features for this Item

Signature Required

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 21, 2013

Via: Courier

Canadian Pacific Railway
1290 Central Parkway West, Suite 600
Mississauga, ON L5C 4R3

ATTN: Pension Real Estate/Land Management

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

330023339
St Marys
clk

View Shipment Details

Shipment Date
2013-11-21
To
Canadian Pacific Railway
Pension Real Estate/Land Man.
1290 CENTRAL PKY W
Suite # 800
MISSISSAUGA, Ontario
Canada, L5C4R3

Created
2013-11-21 03:10 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330023790331	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

CPR

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330023790331 View proof of delivery and signature

Delivered
Friday, November 22, 2013 9:29 a.m.
Received By: Glenna

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Mississauga, ON, CA
Shipment Date	Nov 21, 2013		

History

Date	Local Time	Location	Description
Nov 22, 2013	9:29 a.m.	Mississauga (westbound), ON	Shipment delivered to GLENNA at: RECEPTION
Nov 22, 2013	8:10 a.m.	Mississauga (westbound), ON	On vehicle for delivery
Nov 22, 2013	12:44 a.m.	Mississauga (westbound), ON	Arrived at sort facility
Nov 21, 2013	8:50 p.m.	Toronto Sort Cntr/r Trl, ON	Arrived at sort facility
Nov 21, 2013	4:27 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 21, 2013	3:22 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330023790331	Nov 22, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 21, 2013

Via: Courier

Mr. Tony Basson
Director of Environment and Sustainability
Rogers Business Solutions
1 Mount Pleasant Road
Toronto, ON M4Y 2Y5

Dear Mr. Basson,

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0802
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 8H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

300032339
St. Marys.

View Shipment Details

Shipment Date
2013-11-21
To
Rogers Business Solutions
Mr. Tony Basson
1 MOUNT PLEASANT RD
TORONTO, Ontario
Canada, M4Y2Y5
1-(416)935-3140

Created
2013-11-21 03:08 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-6777 x800

PIN	330023785372	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Rogers Business

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330023785372 View proof of delivery and signature

Delivered
Friday, November 22, 2013 10:13 a.m.
Received By: Martin

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Toronto, ON, CA
Shipment Date	Nov 21, 2013		

Shipment Summary

Tracking #	Deliver By	Status
330023785372	Nov 22, 2013	Delivered

Packages 1 to 1 of 1

History

Date	Local Time	Location	Description
Nov 22, 2013	10:13 a.m.	Toronto (westfcwest), ON	Shipment delivered to MARTIN at: MAIL ROOM
Nov 22, 2013	8:16 a.m.	Toronto (westfcwest), ON	On vehicle for delivery
Nov 22, 2013	1:07 a.m.	Toronto (westfcwest), ON	Arrived at sort facility
Nov 21, 2013	9:50 p.m.	Toronto Sort Cntr Tri, ON	Arrived at sort facility
Nov 21, 2013	4:27 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 21, 2013	3:21 p.m.	Purolator	Shipping label created

Municipality

View Shipment Details

Shipment Date
2013-11-15

To
Town of St. Marys
Mr. Dave Blake
175 Queen Street E.
ST MARYS, Ontario
Canada, N4X1B6

Created
2013-11-15 06:19 PM

From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019404749	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	Yes		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019404749 View more details

Delivered
Monday, November 18, 2013 12:33 p.m.
Origin signature not required

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	St Marys, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	12:33 p.m.	Stratford, ON	Shipment delivered at: RECEPTION
Nov 18, 2013	10:18 a.m.	Stratford, ON	Attempted delivery - Incomplete / Incorrect address provided
Nov 18, 2013	8:28 a.m.	Stratford, ON	On vehicle for delivery
Nov 18, 2013	8:20 a.m.	Stratford, ON	Arrived at sort facility
Nov 18, 2013	5:19 a.m.	Stratford, ON	Picked up by Purolator
Nov 15, 2013	10:45 p.m.	Toronto Sort Orlctr Trl, ON	Departed sort facility
Nov 15, 2013	6:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
3300 9404749	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

View Shipment Details

Shipment Date
2013-11-15

To
Perry County
Kerri Ann O'Rouke
1 HURON ST
STRATFORD, Ontario
Canada, N5A5S4

Created
2013-11-15 06:21 PM

From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019405555	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019405555 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 10:40 a.m.
Received By: Drourke

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Stratford, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	10:40 a.m.	Stratford, ON	Shipment delivered to DROURKE at RECEPTION
Nov 18, 2013	8:14 a.m.	Stratford, ON	On vehicle for delivery
Nov 16, 2013	9:48 p.m.	Toronto Sort Ctr/dr Trl, ON	Arrived at sort facility
Nov 15, 2013	6:29 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	6:27 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019405555	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

View Shipment Details

Shipment Date
2013-11-15

To
Township of Perth South
Lizet Scott, Clerk
3191 Road 122
ST. PAULS, Ontario
Canada, N0K1V0

Created
2013-11-15 06:16 PM

From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019403592	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330019403592 View more details

Delivered
Monday, November 18, 2013 10:02 a.m.
Signature not required

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	St. Pauls, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	10:02 a.m.	Stratford, ON	Shipment delivered at: RECEPTION
Nov 18, 2013	8:32 a.m.	Stratford, ON	On vehicle for delivery
Nov 18, 2013	8:48 p.m.	Toronto Sort Cntr/ Trl, ON	Arrived at sort facility
Nov 18, 2013	8:28 p.m.	Pickering, ON	Picked up by Purolator at Pickering ON
Nov 15, 2013	8:21 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019403592	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

Town of St. Marys Future Solid Waste Disposal Needs EA

Jamie Hollingsworth to: EACoordination_ON 11/21/2013 09:05 AM
Cc: "Dave Blake", "Wright, Wesley (ENE)"

To whom it may concern,

Re: Town of St. Marys Future Solid Waste Disposal Needs
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For your information, the Town's EA process has included consultation with the aboriginal communities that may be affected by the project, as documented in the ToR. Further, copies of the ToR have been provided to aboriginal communities. Communication with these aboriginal communities will be ongoing.

To further assist with your review we have attached Figure 5.2 of the ToR to this email. This figure identifies the EA study area should landfill expansion be selected as the preferred alternative.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1V 7G7
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
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Yours truly,

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
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32339 St. Marys Study Area-STUDY AREAS.pdf

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Terms of Reference
Hard Copy Request Form

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File No.:	300032339.0000
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Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

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Agency: _____

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Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

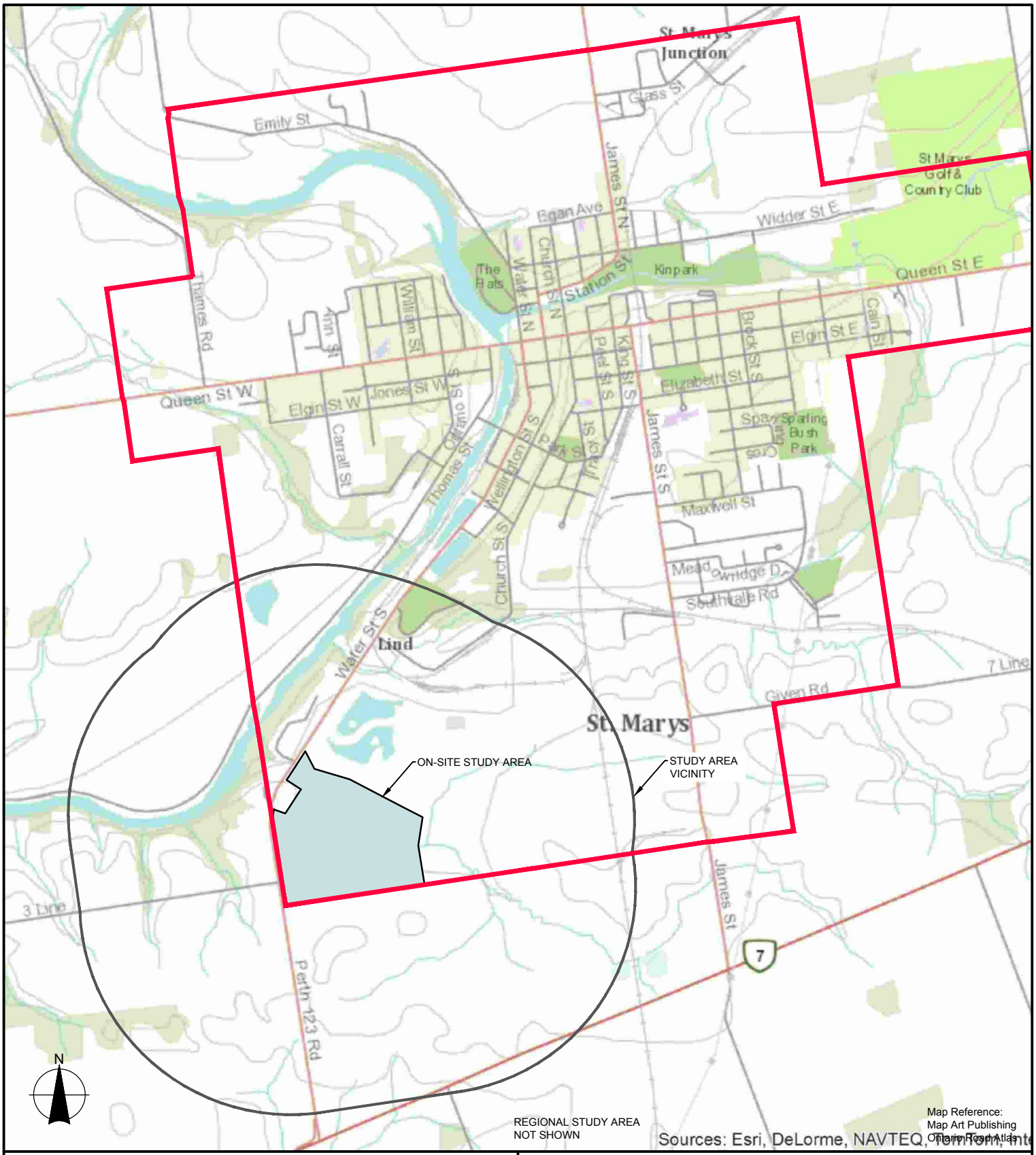

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Figure Title

TOWN OF ST. MARYS
TERMS OF REFERENCE
STUDY AREAS

Client

THE CORPORATION OF THE TOWN OF ST. MARYS

Drawn	Checked	Date	Figure No.
AE	JRH	13/06/25	**5.2**
Scale		Project No.	
1:25,000		300032339	

File Name: 32339 St. Marys Study Area.dwg Date Plotted: September 24, 2013 - 11:10 AM

Town of St. Marys Future Solid Waste Disposal Needs EA

Jamie Hollingsworth to: MAA.EA.Review 11/21/2013 12:48 PM
Cc: "Dave Blake", "Wright, Wesley (ENE)"

To whom it may concern,

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
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The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1V 7G7
Phone: 905-420-5777 Ext. 803
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Email: St.Marys.Waste.EA@RJBurnside.com

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James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

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Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

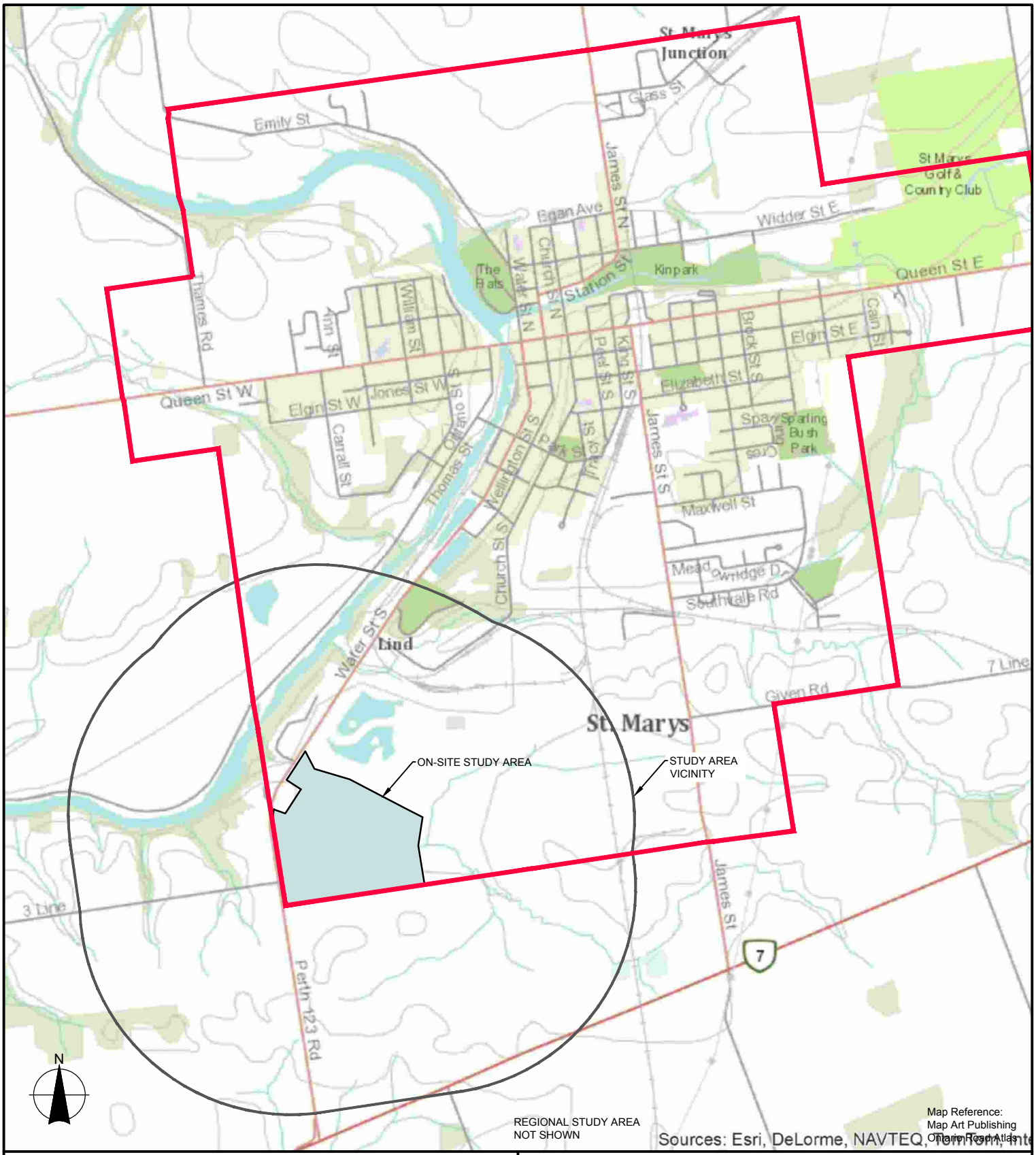
Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date



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File Name: 32339 St. Marys Study Area.dwg Date Plotted: September 24, 2013 - 11:10 AM

Town of St. Marys Future Solid Waste Disposal Needs EA

Jamie Hollingsworth to: Keith.Noronha 11/21/2013 12:51 PM
Cc: "Dave Blake", "Wright, Wesley (ENE)"

Mr. Keith Noronha,
Environmental Management Team Assistant,
Infrastructure Ontario

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

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The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
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Yours truly,

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

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Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

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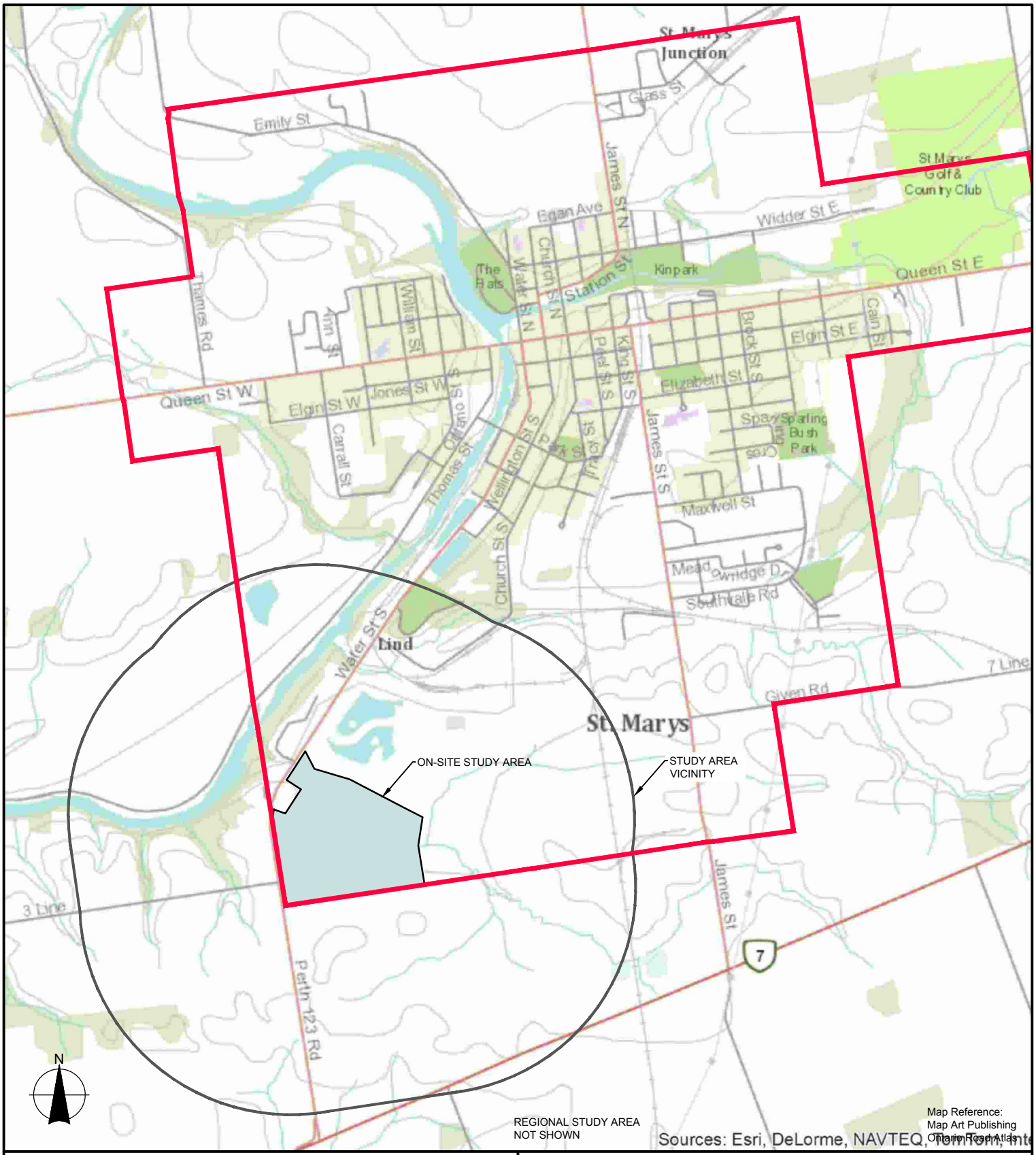
_____ _____
Signature Date



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File Name: 32339 St. Marys Study Area.dwg Date Plotted: September 24, 2013 - 11:10 AM

Town of St. Marys Future Solid Waste Disposal Needs EA

Jamie Hollingsworth to: cs_e 11/21/2013 03:23 PM
Cc: "Dave Blake", "Wright, Wesley (ENE)"

Trans Canada Corporation
Head Office, Attention: Community, Safety and Environment
450 - 1 Street SW
Calgary, AB T2P 5H1

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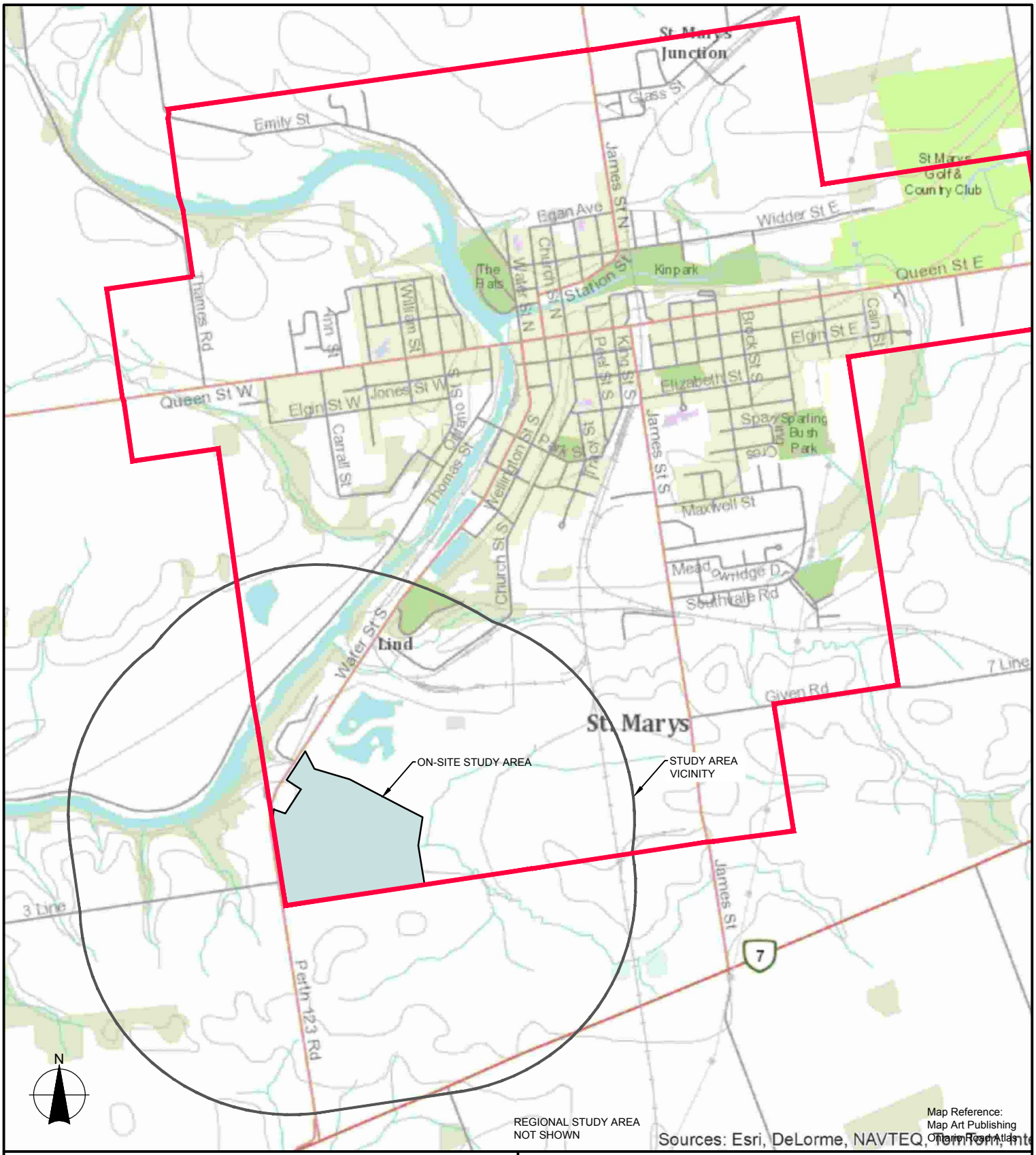

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Town of St. Marys Future Solid Waste Disposal Needs EA

Jamie Hollingsworth to: EACoordination_ON 11/21/2013 09:05 AM
Cc: "Dave Blake", "Wright, Wesley (ENE)"

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RE: St. Marys - Agency Consultation : MNR

Jamie Hollingsworth to: Marriott, David (MNR) 11/29/2013 11:51 AM

Cc: "Dave Blake", Debanjan Mookerjea, Ashley Gallaugher, Andrew Evans

Dave;

Thank you for your proposed revisions to Table 5.4. Though my intent was the same, I think your proposed wording for the *Land Use, rational* and *indicator* is better. Burnside will incorporate your wording into Table 5.4 of the TOR. We will also document this correspondence in the Record of Consultation (Appendix E).

Have a great weekend,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
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Pickering, Ontario L1V 7G7
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fax: 905.420.5247
www.rjburnside.com

"Marriott, David (MNR)" Hi Jamie, The Ministry of Natural Resourc... 11/29/2013 11:07:56 AM

From: "Marriott, David (MNR)" <David.Marriott@ontario.ca>
To: Jamie Hollingsworth <Jamie.Hollingsworth@rjburnside.com>,
Date: 11/29/2013 11:07 AM
Subject: RE: St. Marys - Agency Consultation: MNR

Hi Jamie,

The Ministry of Natural Resources (MNR) appreciates the project teams response below.

MNR staff have reviewed the proposed revisions to Table 5.4 in the Terms of Reference (TOR), and can offer the project team the following comments for consideration:

- The Ministry's comments on the original TOR noted that a portion of the site appears to be licenced under the *Aggregate Resources Act* . In addition, the areas immediately to the north, east and south of the landfill are also currently licensed under the Act.

The revisions to the Land Use Rationale in Table 5.4 (Aggregate Resources) appears to address the portion of the on-site study area that is still under license. However, it is recommended that additional consideration be given to the licensed areas within the study area vicinity that are directly adjacent to the landfill. For example, the Rationale and Indicators in Table 5.4 could

be amended as follows:

> Rationale: Previous mineral aggregate extraction within the site by St. Marys Cement indicates that a portion of the proposed expansion area maybe under license in accordance with the *Aggregate Resources Act* . The areas directly adjacent to the site are also licensed under the Act.
>
> Indicator: Conditions and status of the license relevant to the site. Potential for interference with mineral aggregate operations on-site and within the study area vicinity.

If further comment or clarification is required please contact the undersigned.

Thanks

Dave

Dave Marriott
District Planner
Ministry of Natural Resources, Guelph District
1 Stone Road West
Guelph ON, N1G 4Y2
(P) 519-826-4926
(F) 519-826-6849

email: david.marriott@ontario.ca
From: Jamie Hollingsworth [mailto:Jamie.Hollingsworth@rjburnside.com]
Sent: November 21, 2013 2:28 PM
To: Marriott, David (MNR)
Cc: Dave Blake
Subject: St. Marys - Agency Consultation: MNR

Marriott, David
Phone: 519-826-4926 Email: david.marriott@ontario.ca
Address:
David Marriott
District Planner - GUELPH DISTRICT
Ontario Government Bldg
1 Stone Rd W
Guelph ON N1G4Y2

David,

Thank you for your call earlier today.

Upon further review of the Ministry of Natural Resources (MNR) earlier comments and the responses suggested by the Town's previous consultant (PDF page 105 of the TOR), Burnside proposes some slight revisions to Table 5.4 (page 37 of the TOR, which is PDF page 42). The changes on the attached "updated Table 5.4" increase the clarity of the information and efforts necessary for the Town's EA work

program with respect to the Aggregate Resources Act licence at and surrounding the site, and specifically relating to your comments #34 and 35 (again, PDF page 105 of the TOR). I trust these edits address the MNR's concerns.

Relative to your comment that the MNR may have detailed natural heritage information and advice relevant to the EA (#33 on PDF page 105), we have incorporated the MNR as a source of data for our EA work program. It is specifically identified in Table 5.4 that the MNR will be a source of data for our studies. The TOR also generally identifies the types of data that we will be seeking in Section 5.1.2.

Finally, Burnside has copied this email to Dave Blake, Environmental Coordinator for the Town of St. Marys. Burnside will determine if the Town has discussed the status of the Aggregate License for the Town's landfill property. This Aggregate License is apparently held by St. Marys Cement. As noted by the previous consultant's comments, the landfill property was to be removed from the Aggregate License, and the Town was to have discussed this matter with St. Marys Cement. I will let you know the outcome of this matter. Dave Blake may contact you **- outside of the EA process -** to determine if there are any specific requirements of the Aggregate License that must be met or amended to properly accommodate the current landfill site operations.

If you require any additional information or have any further comments or concerns please to not hesitate to contact me.

Take Care,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

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Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

Ontario

Ministry of the Environment
Ministère de l'Environnement

COMMENT / MEMORANDUM TO FILE

Memo Details

Date:	2013/12/02
Module	Technical Support Main Document Reference Number: 3241-9DZQJ4
Client:	Town of St. Mary's Client Number: 6832-7PTPGL
Site(s):	St. Marys Landfill Site Number: 7574-5NPSMW
Subject:	EA Terms of Reference. Ground water comments.
Created by:	Mark Harris
File Storage Number:	

MEMORANDUM

TO: **Wesley Wright**
Project Officer
Environmental Assessment & Approvals Branch
Ministry of the Environment
2 St. Clair Ave. West, 14th Floor
Toronto ON M4V 1L5

FROM: **Mark Harris, P.Geo**
Hydrogeologist
Ministry of the Environment, Southwestern Region

DATE: **December 3, 2013**

RE: **Environmental Assessment. Amended Terms of Reference. 2013**
St. Marys Landfill Site Expansion. Town of St. Marys. Perth County.
Review of ground water components.

This memorandum presents comments pertaining to my review of the amended Terms of Reference (ToR) submitted under the Environmental Assessment Act for a proposed expansion to the St. Marys Landfill. The document reviewed is entitled "Proposed Terms of Reference for St. Marys Future Solid Waste Disposal Needs" and was prepared by RJ Burnside & Associates, dated October 2013 (their file No.300032339). My review and comments are limited to the potential for the site to impact ground water resources and function.

1. The ToR document is a revision of a earlier submission provided to the Ministry in 2010. I had provided comments on the 2010 version of the ToR in a memorandum dated April 6, 2010 (Reference No. 8214-84AKFA) to Antonia Capotorto, formerly of your office.

2. A second version, dated September 2012 was also submitted. In an email to you, dated December 3, 2012, I indicated that the comments in my initial 2010 review were still valid, and added an additional comment. I indicated in my email that I did not see any major deficiencies with the ToR.

3. The most recent ToR includes a table entitled "Summary of Review Comments." Each of my earlier comments is provided in the table, with an acknowledgement by the consultant.

4. One of the major themes of my initial comments was that there was little site-specific detail included in the documentation. It is my understanding that the ToR is typically intended to be more general in nature, while the full EA document is the more appropriate vehicle for site-specific details to be addressed.

   I recognize that this proposal is to expand an existing waste site that has been monitored for a number of years. We already have a reasonable understanding of the existing site and the effects of waste on ground water resources. For this reason, provided that my concerns are addressed during the preparation of the full EA Document, then I have no reason to oppose the ToR. I encourage the proponent and their consultant to contact me to discuss my comments early on during the process.

In summary, I have no reason to oppose the Terms of Reference at this time. The Ministry will review the full Environmental Assessment report once it is complete. If the issues raised in my previous correspondence are not appropriately addressed, it is my expectation that the Ministry would require the proponent to revise and/or update the EA report appropriately.

c. Ryan Smith, Surface Water Specialist. MOE Southwestern Region
Bob Aggerholm, Environmental Planner. MOE Southwestern Region.
Pat Almost, Supervisor, Air, Pesticides and Environmental Planning. MOE Southwestern Region.

Project Name: Town of St. Marys Future Soild Waste Disposal Needs
Client Name: The Corporation of the Town of St. Marys
Project No.: 300032339

Agency/Organization	Title	First Name	Last Name	Position	Telephone	Fax	Contact Notes	Comments Received
Canadian Transportation Agency - Rail, Air and Marine Disputes Directorate	Mr.	Luc	Fortin	Senior Environmental Officer	(819) 953-2238	(819) 953-8353		Luc Fortin indicated that they will not be providing comments on the ToR. He added that it was a traditional practice to include the Canadian Transport Agency on such matters but that this was no longer necessary unless the proposed development related to rail/ transport. Otherwise the CTA does not need to participate in the EA process.
Department of Fisheries and Oceans Canada - Southern Ontario District	Mr.	Paul	Savoie	Regional Environmental Assessment Analyst	(905) 639-8687	(905) 639-3549		Obtained a voice recording that Paul Savoie would be out of office until December 18. Left a message regarding our request for comments on the draft ToR and asked that he contact James Hollingsworth.
Environment Canada - Ontario Region	Mr.	Rob	Dobos	Manager, Environmental Assessment Section	(905) 336-4953	(905) 336-8901	Electronic (CD) version of EA preferred	Rob Dobos was unavailable; left a message regarding our request for comments on the draft ToR and asked that he contact James Hollingsworth.
Transport Canada - Ontario Region (PHE) Environment and Engineering	Ms.	Denise	Jarvais	Environmental Coordinator	(419) 952-0575	(416) 952-0514		message regarding our request for comments on the draft ToR and asked that she contact James Hollingsworth.
Hydro One Networks Inc.	Mr.	Walter	Kloostra	Manager, Transmission Lines Sustainment Investment Planning	(416) 345-5114	(416) 345-5443	Send 2 hard copies of EA or 1 hard copy if download available	Walter Kloostra was unavailable; left a message regarding our request for comments on the draft ToR and asked that he contact James Hollingsworth.
Ministry of Agriculture, Food and Rural Affairs- West-Central Region	Ms.	Carol	Neumann	Rural Planner	(519) 846-3393	(519) 846-8178	Send 1 copy of EA	Carol Newman was out of office attending meetings; left a message regarding our request for comments on the draft ToR and asked that he contact James Hollingsworth.
Ministry of Infrastructure - Ontario Growth Secretariat, Growth Policy, Planning and Analysis Branch	Mr.	Andrew	Theoharis	Manager (A), Growth Policy	(416) 325-5794	(416) 325-7403	Screening criteria updated May 28, 2013 by AG as per GRT Master Distribution List	Spoke to Charles O'Hare (who answered the telephone) who informed that he (Charles) had replaced Andrew Theoharis as manager and that they would not be providing any comments on the draft ToR.
Ministry of Municipal Affairs and Housing- Western Municipal Service Office	Mr.	Bruce	Curtis	Manager, Community Planning and Development	(519) 873-4026	(519) 873-4018	Contact manager to determine if planner should be contacted; send 1 hard copy of EA	Obtained a voice recording that Bruce Curtis would be out of office for the remainder of the week. Left a message regarding our request for comments on the draft ToR and asked that he contact James Hollingsworth.
Ministry of Natural Resources- Guelph (Southern Region)	Mr.	David	Marriot	District Planner (A)	District Office: (519) 826-4955; (519) 826-4912; (519) 826-4929 (David Marriott) ; (519) 826-4929 (Lorraine Normington)	(519) 826-4929	Multiple contacts per district; email should be placed to all people of this position at time of agency list preparation and name confirmed; send 2 hard copies once contact confirmed	On November 21, 2013, Jamie Hollingsworth (Burnside) spoke on phone with David Marriot (MNR). Mr. Marriot wanted to ensure compatibility between expanding landfill & existing aggregate resource permits. He noted that could not locate changes in revised TOR that address his comments. Also noted that existing landfill property is aggregate resource site. JH replied that resource extracted by St. Mary's Cement then property sold to Town for
Ministry of Tourism, Culture and Sport, Culture Services Unit	Ms.	Paula	Kulpa	Team Lead, Heritage and Land Use Planning, Culture Services Unit	(416) 314-7137	(416) 314-7175	Paula Kulpa added May 13, 2013 by AG, as per email received from Joseph Muller May 3, 2013 indicating that team lead (Paula Kulpa) to be contacted for new projects. Email preferred.	Spoke to Paula Kulpa who indicated that comments will be provided before December 17.
Ontario Power Generation	Ms.	Susan	Rapin	Director, Environment Services	(416) 592-6399		Prefers email notifications	No voicemail recording was avaiable for Susan Rapin. The telephone number listed reached a recording for Andy Hofer who was out of office. No message was left
Bell Canada, Municipal Operations Centre	Mr.	John	Lachapelle					of these calls were successful. Tel numbers included: (905)614-6612 (voicema for Lina DeMarco), (866)865-3708; (905)853-4044; (905)895-3872; (416)296-
Enbridge Gas Distribution Inc.	Mr.	Vince	Cina	Supervisor, Planning and Design				of these calls were successful. Tel numbers included: (866)844-9994 (promotions only); (877)362-7473 (customer service only); (416)495-5160
MTS – Allstream					(416) 649-7527		D.Evans updated email November 1, 2013 as per correspondence from 300033597. Requested that all future correspondence be sent via email.	indicated that she was not the correct person to speak to. Christine referred us to Asfa Rahman (416-640-9371) who in turn referred us to Ann Grossi (Admin Assistant). Ann Grossi could not determine who would have received our
Rogers Communications	Ms.	Marian	Wright	Planning Coordinator	(905) 897-3914; (888) 764-3771 Ahleam Halbouni (519-660-7527)			deals with filing, etc and is not the correct person to speak to on these matters) Ms Wright referred us to Ahleam Halbouni (519-660-7527) who was already out of office for the day. Ms Wright suggested w call back around 9am on Monday December 10. Spoke to Ahleam
Upper Thames Conservation Authority	Ms.	Tracy	Annett	Planner	(519) 451-2800 Ext: 253	(519) 451-1188	Contact agency to determine appropriate contact for specific project; send 1 hard copy of EA	Ms Annett was out of office. Left a message with receptionist asking Ms Annett to contact James Hollingsworth regarding the ToR for the Town of St. Mary's.
Union Gas Limited	Ms.	Lindsay	Robinson	District Engineer	(519) 352-3100			Lindsay Robinson was not in office and although several transfers were made, her voicemail recording was not obtained. No message was left.
Consultation and Accommodation Unit (CAU) Ontario Office							Email only ; **contact only once then remove from contact list**	
Ministry of Aboriginal Affairs - Policy and Relationships Branch							Email in addition to AANDC; separate contact	
Infrastructure Ontario	Mr.	Keith	Noronha	Environmental Management, Team Assistant	(416) 327-2755		Email only	Mr Noronha was unavailable. A message was left on his voicemail regarding our request for comments on the draft ToR and asking that he contact James Hollingsworth with any questions/ concerns.
Aboriginal Affairs and Northern Development Canada - Environmental Assessment Coordination, Environment Unit, Lands and Trusts Services							Email only; send legal description of property, location map AND description of project; Email updated April 2013 as per Niska Road NOC mailing list. AG updated screening criteria based off of conversation with Allison Berman (AANDC) May 10, 2013 in regards to appropriate time to contact AANDC EA Coordination Unit.	AG had conversation with Allison Berman (AANDC) May 10, 2013 in regards to appropriate time to contact AANDC EA Coordination Unit. Allison noted that AANDC Coordination unit to be contacted when AANDC Consultation Report indicates that project will intercept FN lands, to receive more information on affected groups.
Canadian Environmental Assessment Agency - Ontario Region	Ms.	Anjala	Puvananathan	Ontario Region Director	(416) 952-1575	(416) 952-1573		
Department of Fisheries and Oceans Canada - Fish Habitat Management	Ms.	Sara	Eddy	Senior Habitat Biologist, Ontario-Great Lakes Area	(905) 336-4535	(905) 336-6286	Screening criteria updated May 28, 2013 by AG as per GRT Master Distribution List	
Hydro One Inc.	Mr.	Tony	Ierullo	Manager	(416) 345-5213	(416) 345-5395		

Project Name: Town of St. Marys Future Soild Waste Disposal Needs
Client Name: The Corporation of the Town of St. Marys
Project No.: 300032339

Agency/Organization	Title	First Name	Last Name	Position	Telephone	Fax	Contact Notes	Comments Received
Hydro One Real Estate Management	Ms.	Joan	Zhao		(905) 946-6230		Contact added to list as per correspondence between Jamie Hollingsworth and Cyrus Elmpak-Mackie from Hydro One on November 19, 2013.	Email received from Cyrus Elmpak-Mackie (Hydro One) on November 19, 2013. Noted that initial review had confirmed that Hydro One Transmission facilities located within vicinity of Project area. Requested that time given to allow relocation or midification if necessary. Requested that develepment shou not reduce line clearance, limit access to facilities and that construction must maintain electrical clearance from transmission line conductors. Integrity of structure foundations must be maintained at all times with no disturbance to earth around poles, guy wires, and tower footings. Must not be grading, excavating, filling or other civil work close to structures. Noted planning shall consider that existing rights of ways may have provisions for future lines or existing secondary land uses. Once impact on facilities is determined, RJB must submit plans that detail development of affected Hydro One facilities to Joan Zhao. Proponent responsible for costs of modification or relocation of Hydro One facilities. / Phone call between Jamie Hollingsworth and Joan Zhao on November 20, 2013. Ms. Zhao noted doubt that Hydro One needs to be involved/is interested in the revised TOR. Requested a map and said would confirm interest.
Hydro One Networks Inc.	Mr.	Walter	Kloostra	Sustainment Investment Planning	(416) 345-5114	(416) 345-5443	Send 2 hard copies of EA or 1 hard copy if download available	
Ministry of Environment - Environmental Assessmen and Approvals Branch							E-mail Notice of Completion only.	
Ministry of the Environment - London Regional and Distict Office, Southwestern Region				Planner and Environmental Assessment Coordinator	code 519: 1-800-265-7672 (519) 873-5000	(519) 873-5020		
Ministry of Transportation - Southwestern Region	Mr.	Kevin	Bentley	Manager- Engineering Office	(519) 873-4373	(519) 873-4388	Send 2 hard copies of EA	
Ontario Provincial Police- Operations Policy and Strategic Planning Bureau	Ms.	Paula	Brown		(705) 329-6903		Prefers to download EA or electronic copy	
Ministry of Health and Long-Term Care	Mr.	Tony	Amalfa	Manager, Environmental Health Policy and Programs	(416) 327-7634	(416) 327-0984		
Bell Canada	Ms.	Wendy	Lefebvre	Design Manager, Access Network	(905) 219-4558	(416) 701-6489		
Bell Canada	Mr.	Scott	Moon	Implementation Department	(905) 219-4558	(416) 701-6489		
Festival Hydro	Ms.	Kathy	Pearson	Engineering	(519) 271 4700 ext. 203	(519) 271 7204		Spoke to Kathy Pearson who referred us to Doug Eckel (519-271-4703, ext: 246). Mr Eckel had only recently received the package and had not yet reviewed the ToR. He will try to provide comments as soon as possible.
Rogers Business Solutions	Mr.	Tony	Basson	Director of Environment and Sustainability	(416) 935-3140			Tony Basson was unavailable; left a message regarding our request fo comments on the draft ToR and that he contact James Hollingsworth.
Telus								
Enbridge Pipelines Ltd.	Ms.	Ann	Newman	Crossing Co-ordinator				
Perth District Health Unit	Dr.	Miriam	Klassen	Medical Officer of Health & Chief Executive Officer	(519) 271-7600	(519) 271-2195		
Trans Canada Corporation- Community, Safety and					1.855.920.1909	1.403.920.2397		
Trans-Northern Pipelines Inc.	Mr.	Satish	Korpal	Coordinator, Crossings and Facilities	(905) 770-3353 ext. 211	(905) 770-8675		
Ausable Bayfield Conservation Authority				Planner	Toll Free: 1-888-286-2610; (519) 235-2610	(519) 235-1963	Contact agency to determine appropriate contact for specific project; send 1 hard copy of EA	
St. Marys Fire Department	Mr.	Dennis	Brownlee	Fire Chief	Tel: 519-284-1752	Fax: 519-284-1751	Send 1 hard copy of EA	
County of Perth Ambulance	Mr.	Cliff	Eggleton	EMS Deputy Chief/Operations Manager	(519) 273-7382 ext. 224			
Heritage St. Marys	Mr.	Larry	Pfaff	Co-Chairperson			c/o Trisha McKibbin, Manager of Cultural Services	
Heritage St. Marys	Ms.	Jan	Mustard	Co-Chairperson	Tel: 519-284-3556	519-284-3881		
Middlesex (London) OPP Dispatch	Mr.	Steve	Porter	Inspector	519-681-0300	519-680-2649		
Avon Maitland District School Board				Planner	(519) 527-0111 or 1-800-592-5437	(519) 527-0222		
Huron Perth District Catholic School Board				Planner	(519) 345-2440	(519) 345-2449		
Conseil scolaire Viamonde				Planner	(416) 614-0844	(416) 397-2012	Send 1 hard copy of EA to appropriate school board	
Conseil scolaire de district des écoles catholiques di Sud-Ouest					(519) 948-9227	(519) 948-1091	Send 1 hard copy of EA to appropriate school board	
Canadian Pacific Railway- Pension Real Estate/ Land Management Office					905-896-0808			Three calls were made to this agency. The number was busy all three time and the call was dropped.
CN Rail	Mr.	Stefan	Linder	Manager, Public Works Design and Construction	(905) 669-3264	(905) 760-3406	Send 1 hard copy of EA	
The Corporation of the Town of St. Marys	Mr.	David	Blake	Environmental Coordinator	519-284-2340 Ext. 209	519-284-0902		
Township of Perth South	Ms	Lizet	Scott	Clerk	519-271-0619 ext. 224	519-271-0647		Lizet Scott was unavailable; left a message regarding our request for comments on the draft ToR and asked that she contact James Hollingsworth.

Project Name: Town of St. Marys Future Soild Waste Disposal Needs
Client Name: The Corporation of the Town of St. Marys
Project No.: 300032339

Agency/Organization	Title	First Name	Last Name	Position	Telephone	Fax	Contact Notes	Comments Received
Perth County	Ms.	Kerri Ann	O'Rourke	County Clerk	519-271-0531	519-271-2723		Kerri Ann O'Rourke was unavailable; left a message regarding our request for comments on the draft ToR and asked that she contact James Hollingsworth.

Terms of Reference - Phone Contact

Dave Blake to: jamie.hollingsworth@rjburnside.com 12/11/2013 10:20 AM

Cc: "Debanjan Mookerjea (Debanjan.Mookerjea@rjburnside.com)"

Good Morning,
Just wanted to pass along a phone conversation which was just had with Festival hydro regarding the proposed Terms of Reference for the landfill Site.

Spoke with Mr. Ken Levy
December 11, 2013 @ 10:15 am

Mr. Levy inquired as to the type of comments required or sought with regards to the Terms of Reference, or if we needed anything from Festival Hydro for this process. It was explained to Mr. Levy that the TOR is out for comment, whereas people, industry, government agencies, first nations, etc. can comment on the document regarding specific processes, or actions to be considered or incorporated into the EA process moving forward. Mr. Levy inquired if the document covered details related to the Site's hydro needs moving forward, which it was conveyed that, that type of detail was not included in the TOR.

Mr. Levy confirmed that Festival hydro has no concerns with regards to the TOR and that any and all future hydro demand requirements will have to go through the appropriate approval channels.

Dave Blake, C.E.T.
Environmental Coordinator

The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6

T: 519-284-2340 Ext. 209 I F: 519-284-0902 I E: dblake@town.stmarys.on.ca I Website: www.townofstmarys.com

Town of St. Marys Future Solid Waste Disposal Needs EA

Jamie Hollingsworth to: ahleam.halbouni 12/10/2013 09:26 AM
Cc: "Dave Blake"

Attention: **Ahleam Halbouni , Planner**
Rogers Communications
3573 Wolfedale Road
Mississauga ON L 5C 3T6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Ms. Halbouni,

Further to a call made by my colleague recently, I understand that you have not received Burnside's letter (PDF attached), or the DVD with a searchable PDF of the Town's draft Terms of Reference (ToR) for the above referenced project. Burnside has a courier receipt showing delivery, so I assume it has not made it to your desk as yet. In any event please don't waste your time tracking the courier package as this email should provide you with sufficient background.

The full ToR is available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the Town Services, Garbage and Recycling page. Should you require a paper copy for your review, please use the fax-back form included as part of Burnside's letter. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy through the Town's website.

To further assist with your review we have attached Figure 5.2 of the ToR to this email. This figure identifies the EA study area should landfill expansion be selected as the preferred alternative.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to either:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1V 7G7
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will also be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

Rogers Communications.pdf

32339 St. Marys Study Area-STUDY AREAS.pdf

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

Rogers Communications
3573 Wolfedale Road
Mississauga ON L5C 3T6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - Agencies.docx
15/11/2013 4:43 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

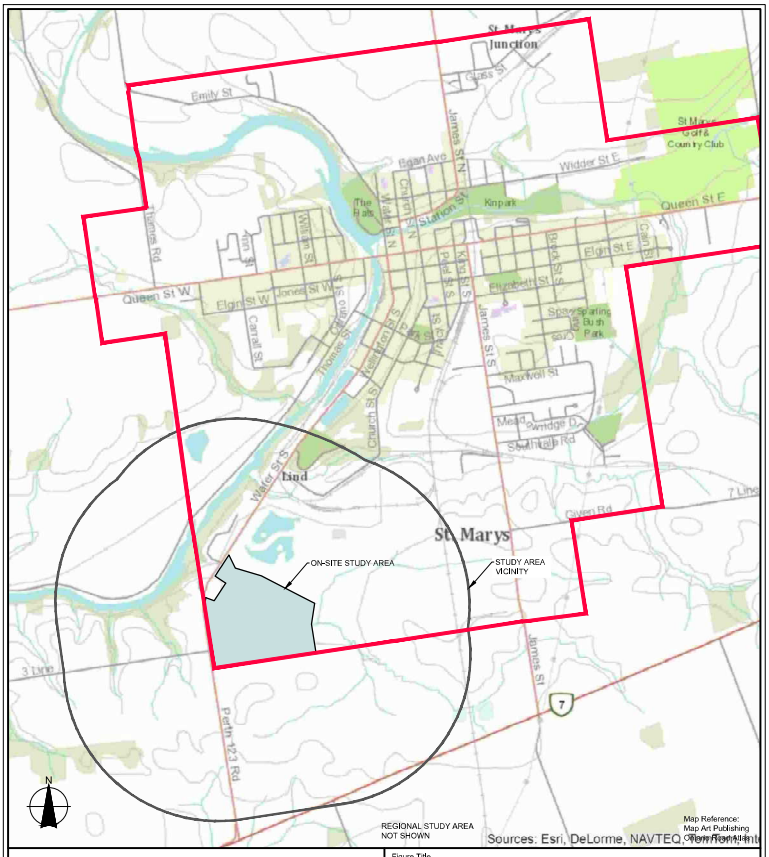
Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM



BURNSIDE

Figure Title: **TOWN OF ST. MARYS TERMS OF REFERENCE** STUDY AREAS

Client: **THE CORPORATION OF THE TOWN OF ST. MARYS**

Drawn	Checked	Date	Figure No.
AE	JRH	13/06/25	**5.2**
Scale: 1:25,000		Project No.: 300032339	

File Name: 32339 St. Marys Study Area.mxd Date Plotted: September 24, 2013 - 11:10 AM

Town of St. Marys Future Solid Waste Disposal Needs EA

Jamie Hollingsworth to: anna.grossi 12/10/2013 09:44 AM
Cc: "Dave Blake"

Attention: **Ms. Anna Grossi, Administrative Assistant**
MTS – Allstream
50 Worcester Road
Etobicoke ON M 9M 5X2

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Ms. Grossii,

Further to a call made by my colleague recently, I understand that you have not received Burnside's letter (PDF attached), or the DVD with a searchable PDF of the Town's draft Terms of Reference (ToR) for the above referenced project. Burnside has a courier receipt showing delivery, so I assume it has not made it to your desk as yet. In any event you need not waste your time tracking the courier package as this email should provide you with sufficient background. -- I can supply the receipt if that is helpful to you.

The full ToR is available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the Town Services, Garbage and Recycling page. Should you require a paper copy for your review, please use the fax-back form included as part of Burnside's letter. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy through the Town's website.

To further assist with your review we have attached Figure 5.2 of the ToR to this email. This figure identifies the EA study area should landfill expansion be selected as the preferred alternative.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to either:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1V 7G7
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will also be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

MTS Allstream.pdf

32339 St. Marys Study Area-STUDY AREAS.pdf

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

MTS – Allstream
50 Worcester Road
Etobicoke ON M9M 5X2

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's website, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page.

We are enclosing with this letter a DVD-R that contains a searchable PDF copy of the TOR. Should you require a paper copy for your review, please use the attached fax-back form. Alternately, you may mail or email the form or call Burnside at 905-420-5777 to arrange receipt of a paper copy. However, in the interest of the environment, we encourage use of the electronic copy provided or access through the Town's website.

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability - Agencies.docx
15/11/2013 4:43 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

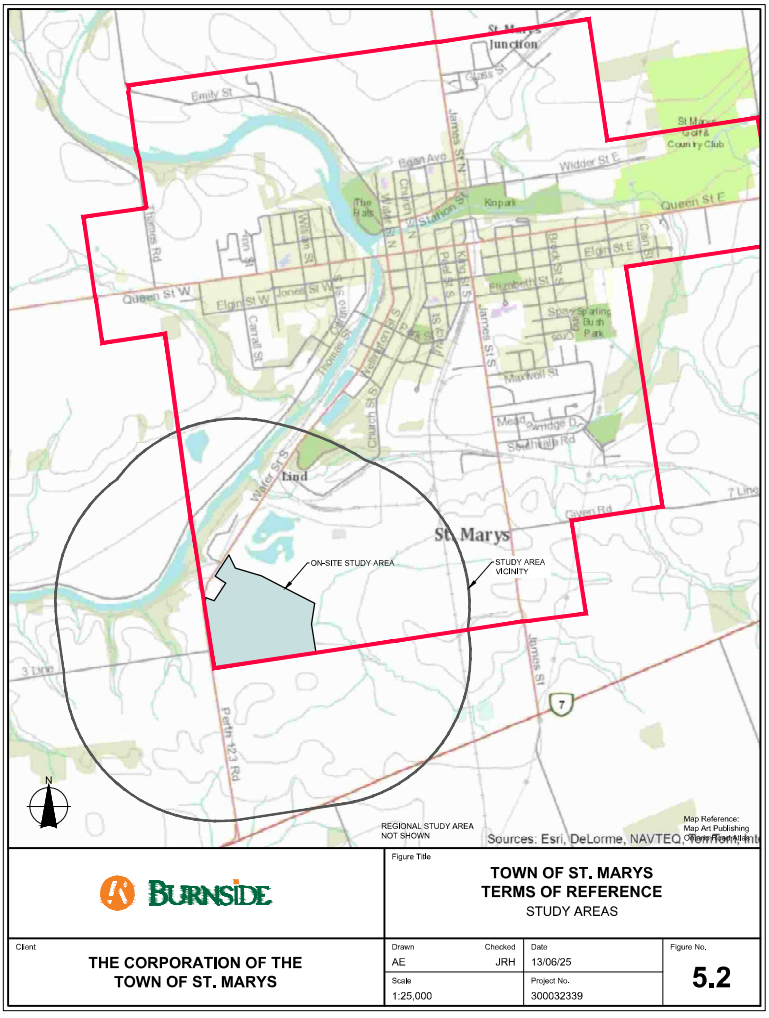
Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM



BURNSIDE

Figure Title
TOWN OF ST. MARYS
TERMS OF REFERENCE
STUDY AREAS

Client
THE CORPORATION OF THE TOWN OF ST. MARYS

Drawn	Checked	Date	Figure No.
AE	JRH	13/06/25	**5.2**
Scale: 1:25,000		Project No.: 300032339	

File Name: 32339 St. Marys Study Area.dwg Date Plotted: September 24, 2013 - 11:10 AM

Fw: St. Marys landfill TOR

Jamie Hollingsworth to: Andrew Evans 12/17/2013 02:18 PM
Cc: Debanjan Mookerjea

Andrew;

Attached are comments from the MOE's "Air, Pesticides and Environmental Planning" department. I have not reviewed any of this. Please let me know if you think this requires changes to the TOR.

Take Care,
Jamie

----- Forwarded by Jamie Hollingsworth/RJB on 12/17/2013 02:16 PM -----

From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>, "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>,
Date: 12/16/2013 03:30 PM
Subject: FW: St. Marys landfill TOR

Comments from our Regional office…

Thanks,

Wesley

Please consider the environment before printing this email.

From: Aggerholm, Bob (ENE)
Sent: December 16, 2013 3:18 PM
To: Wright, Wesley (ENE)
Cc: Almost, Patricia (ENE)
Subject: St. Marys landfill TOR

Hello Wesley

RE: Burnside Revised TOR for the St. Marys Landfill Expansion

This is in reply to your request for comments of November 20, 2013 concerning the above.

The APEP Unit submitted comments on April 6, 2010 regarding the CRA version. A copy has been appended to this e-mail.

My interest at the time related to land use planning, particularly the control over land use in the surrounding area (the area affected by MOE Guideline D-4 and any CAZ). This interest is documented in the 2010 APEP submission.

The CRA record of consultation, which seems to have been adopted by Burnside, notes that these concerns will be dealt with in the "Existing and Planned Land Use" part of the EA. Consequently, it was concluded that no change in the TOR was warranted.

On the strength of this commitment, I have no objection to the latest TOR.

Section 4.1 describes "Alternatives to the Undertaking." Under Item 4 (Export of Waste to Another Jurisdiction), we will expect to see a discussion of the state of upper-tier (County of Perth and other) waste management planning. Granted, St. Marys is a Separated Municipality, but we live in an age where waste management planning on a regional basis should be stressed and there should be some discussion in the EA about the potential benefit of a waste management planning capability at the upper-tier level (to examine shared landfill sites, long-term planning of new facilities based on demand and least-cost transportation, etc.). The office is currently dealing with a landfill expansion in Perth East (under the EA Screening Guideline) and it is a challenging file. Perth County has no upper-tier waste management plan and we know of no process or infrastructure to achieve this end.

Bob Aggerholm
Environmental Planner / Regional EA Coordinator
Ministry of Environment
Southwestern Region
733 Exeter Road
London, Ontario N6E 1L3
Voice Direct: (519) 873-5012
Office Switchboard (no human attendant): (519) 873-5000
Office Fax: (519) 873-5020
E-mail Direct: bob.aggerholm@ontario.ca

Message from "Robak, Trevor (OMAFRA)" <Trevor.Robak@ontario.ca> on Tue, 6 Apr 2010 19:07:25 ----- ----- 0000+

To: <Testa, Antonia (ENE)" <Antonia.Testa@ontario.ca"

cc: <Gerald.Diamond@ontario.ca>, "Aggerholm, Bob (ENE)" <Bob.Aggerholm@ontario.ca>, "Kerr, Ian" <ENE)" <Ian.Kerr@ontario.ca)

Subject: RE: Town of St Marys Landfill Site Expansion EA Terms of Reference - draft review

Hi Antonia,

Please find attached SWR APEP comments on the St Marys Landfill Site Expansion EA Terms of Reference from both the Planning/EA and Air program perspectives.

Please let me know if you have any questions or need follow-up.

Thanks,

Trevor Robak,
Supervisor – Air, Pesticides and Environmental Planning (APEP)
Ministry of the Environment - Southwestern Region
733 Exeter Road
London ON, N6B 1L3
Phone: (519) 873-5043
Fax: (519) 873-5020

From: Capotorto, Antonia (ENE)

Sent: February 24, 2010 9:09 AM
To: Aggerholm, Bob (ENE); Diamond, Gerald (ENE); Colonnello, Jack (ENE); Harris, Mark (ENE); Slivar, Bob (ENE)
Cc: Kerr, Ian (ENE); Robak, Trevor (ENE); Blanchard, Kanina (ENE)
Subject: RE: Town of St Marys Landfill Site Expansion EA Terms of Reference - draft review

Hello,

As per the email below, here is a PDF copy of the proposed Terms of Reference for the Town of St Marys Landfill Expansion EA. You should receive a hard copy sometime today or tomorrow. Please see the attached memo requesting your review of the draft ToR and provide your comments to me by **April 9, 2010**.

If you have any questions, feel free to contact me. Thank you very much for your assistance.

Cheers,

Antonia Capotorto, M.A.Sc.
Project Officer

EA Project Coordination Section
Environmental Assessment & Approvals Branch
Ministry of the Environment
2 St. Clair Avenue West, 14th Floor
Toronto ON M4V 1L5
☎ (416) 314-1181
(416) 314-8452
antonia.capotorto@ontario.ca

From: Aggerholm, Bob (ENE)
Sent: February 16, 2010 8:43 AM
To: Capotorto, Antonia (ENE); Blanchard, Kanina (ENE); Colonnello, Jack (ENE); Harris, Mark (ENE); Diamond, Gerald (ENE); Slivar, Bob (ENE); Kerr, Ian (ENE); Robak, Trevor (ENE)
Subject: RE: Town of St Marys Landfill Site Expansion EA Terms of Reference (draft)

Hello Antonia:

Thanks for the advance notice.

There will be a few of us in the Region reviewing this document. Would you please arrange to have 5 copies and one CD/DVD (with the document in text-searchable PDF format) delivered to us? E-mail is fine for the PDF.

Please include Bob Slivar of the London District on the e-mail and other distribution/notice lists.

Also, would you please list the people you intend to consult in the Region and District? I may need to speak with them regarding their view on certain policies and guidelines.

Thanks.

Bob Aggerholm
Environmental Planner / Regional EA Coordinator
Ministry of Environment
Southwestern Region
733 Exeter Road
London, Ontario N6E 1L3
Voice Direct: (519) 873-5012
Office Switchboard: (519) 873-5000
Office Fax: (519) 873-5020
E-mail Direct: bob.aggerholm@ontario.ca

From: Capotorto, Antonia (ENE)
Sent: February 16, 2010 8:04 AM
To: Gebrezghi, Tesfaye (ENE); Low, Victor (ENE); Blanchard, Kanina (ENE); Colonnello, Jack (ENE); Harris, Mark (ENE); Aggerholm, Bob (ENE); Diamond, Gerald (ENE); Habtom, Stefanos (ENE)
Cc: Robak, Trevor (ENE); Kerr, Ian (ENE); Mahmood, Mansoor (ENE)
Subject: RE: Town of St Marys Landfill Site Expansion EA Terms of Reference (draft)
Importance: High

Hello,

This is just a heads up that the Town of St. Marys intends on submitting a copy its draft Terms of Reference for the St. Marys Landfill Site Expansion this week for your review. I will send a hard copy of this draft ToR as soon as I receive them. If you have any questions please feel free to contact me.

Cheers,

Antonia Capotorto, M.A.Sc.
Project Officer

EA Project Coordination Section
Environmental Assessment & Approvals Branch
Ministry of the Environment
2 St. Clair Avenue West, 14th Floor
Toronto ON M4V 1L5
☎ (416) 314-1181
(416) 314-8452
✉ antonia.capotorto@ontario.ca

From: Capotorto, Antonia (ENE)
Sent: December 16, 2009 8:37 AM
To: Gebrezghi, Tesfaye (ENE); Low, Victor (ENE); Mahmood, Mansoor (ENE); Blanchard, Kanina (ENE); Robak, Trevor (ENE); Kerr, Ian (ENE)
Subject: Town of St Marys Landfill Site Expansion EA Terms of Reference (draft)

Hello,

The Town of St. Marys (town) plans on expanding the existing St. Marys Landfill Site so that it is capable of receiving post diversion municipal solid waste from the town over a 40 year planning period. The town has determined that this project is subject to the *Environmental Assessment Act* and will require an Individual Environmental Assessment. The town intends on submitting a draft Terms of Reference (ToR) to the Ministry of the Environment for the above-mentioned project sometime in January and has requested that the Ministry of the Environment review and provide its comments on the draft ToR.

If you could assign a reviewer for this project, it would be greatly appreciated. Please let me know once someone is assigned. If you have any questions, feel free to contact me.

Cheers,

Antonia Capotorto, M.A.Sc.
Project Officer

EA Project Coordination Section
Environmental Assessment & Approvals Branch
Ministry of the Environment
2 St. Clair Avenue West, 14th Floor
Toronto ON M4V 1L5
☎ (416) 314-1181
(416) 314-8452
antonia.capotorto@ontario.ca

St. Marys TOR Remarks tr1.doc

Fw: St. ary's Future Solid Waste Needs EA - TOR

Jamie Hollingsworth to: Andrew Evans 12/17/2013 02:23 PM
Cc: Debanjan Mookerjea

Andrew;

Please let me know if changes to the TOR are required as a result of the comments from the MOE's Waste Water engineer. -- I don't have any of these MOE comments in Adept yet. Can you look after that?

Take Care,
Jamie

----- Forwarded by Jamie Hollingsworth/RJB on 12/17/2013 02:19 PM -----

From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>, "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>,
Date: 12/16/2013 11:29 AM
Subject: FW: St. ary's Future Solid Waste Needs EA - TOR

Comments from our WW engineer…

Thanks,

Wesley

Please consider the environment before printing this email.

From: Habtom, Stefanos (ENE)
Sent: December 16, 2013 10:34 AM
To: Wright, Wesley (ENE)
Cc: Tovilla, Edgar (ENE)
Subject: St. ary's Future Solid Waste Needs EA - TOR

Hi Wesley,

Please find attached review comments on the final St. Mary's Future Solid Waste Needs EA – TOR.

Best regards,

Stefanos Habtom St. Marys Future Solid Waste Needs EA- Terms of Reference.pdf

Ministry of the Environment

Environmental Assessment and Approvals Branch

2 St. Clair Avenue West
Floor 12A
Toronto, ON M4V 1L5
Tel.: 416 314-8298
Fax: 416 314-8452

Ministère de l'Environnement

Direction des évaluations et des autorisations environnementales

2, avenue St. Clair Ouest
Étage 12A
Toronto, ON M4V 1L5
Tél. : 416 314-8298
Téléc. : 416 314-8452

Ontario

December 16, 2013

MEMORANDUM

TO: Wesley Wright
Project Officer
Environmental Assessment Services Section
Environmental Approvals Branch

FROM: Stefanos Habtom
Senior Wastewater Engineer
Environmental Approval Services Section
Environmental Approvals Branch

RE: Proposed Terms of Reference St. Mary's Future Solid Waste Needs Environmental Assessment (Amended)
EA FILE No. 03-08-02

Pursuant to your memorandum dated November 20, 2013, I have completed my review of the Proposed Terms of Reference for the St. Mary's Future Solid Waste Needs Environmental Assessment (Amended) dated October 2013. I do not have any additional review comments other than what I provided during the draft TOR review process shown below.

The outline provided in the above noted proposed terms of reference is acceptable with respect to the mandate of the Environmental Approval Services Section, EAB, under Section 53 of the *Ontario Water Resources Act* (OWRA), and we will provide review comments on the Environmental Assessment Report when submitted.

If you require any additional information, please do not hesitate to contact me at (416) 314 8298.

Yours sincerely,

Stefanos Habtom, P. Eng.

c: Edgar Tovilla, Supervisor (A), Environmental Approval Services Section, EAB

UPPER THAMES RIVER
CONSERVATION AUTHORITY

The Thames
A Canadian
Heritage River

"Inspiring a Healthy Environment"

December 9, 2013

R.J. Burnside and Associates Limited
1465 Pickering Parkway, Suite #200
Pickering, Ontario
L1V 7G7

Attention: James Holingsworth – (via e-mail: jamie.hollingsworth@rjburnside.com)

Dear Mr. Hollingsworth:

Re: Proposed Terms of Reference
Town of St. Mary's Future Solid Waste Disposal Needs
Environmental Assessment
File No.: 300032339.0000

We are in receipt of your letter (dated November 15, 2013) and attached DVD-R regarding the *Town of St. Marys Future Solid Waste Disposal Needs Proposed Terms of Reference for an Environmental Assessment File No.: 300032339.0000*. The UTRCA previously provided comments for the (2006, 2009, 2012) draft Terms of Reference (ToR). Having reviewed this updated ToR, our only comments entail items related to Drinking Water Source Protection information. Please be advised of the following:

General Information

1) It is important that all Environmental Assessments consider Drinking Water Source Protection in their assessment of the environmental impacts and consideration of alternatives. This consideration should include the vulnerability of the subject lands and the drinking water threats associated with each of the alternatives being considered. The consideration of threats should include the relative risk and potential risk mitigation measures. Specific consideration needs to be given to any significant threats and the implications of Source Protection Plan policies on those activities. Moderate and Low threats should also be considered.

2) The Source Protection Committee has submitted the Source Protection Plan to the Minister of the Environment for approval. Updates to the Source Protection Plan will be submitted next year. Assessment Reports for all Source Protection Areas in the Region have been approved. Updates to Assessment Reports are planned to be submitted with the updates to the Source Protection Plan. Current versions of approved and proposed documents are available at www.sourcewaterprotection.on.ca. More detailed mapping is available on a mapping portal at http://maps.thamesriver.on.ca/maps/source/ or through a

data use agreement from the local Conservation Authority. Once a Source Protection Plan is approved for the region, the policies may have a bearing on proposals assessed through an EA. As those policies may affect existing activities as well as future activities it is important that the EA be flexible in its consideration of the impacts of Source Protection Planning on the project as the plan continues through its approval and updates.

Information Specific to the Amended ToR

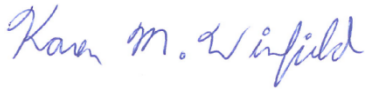
3) The Terms of Reference includes the identification of vulnerable areas within the study area, but does not make reference to consideration of risk posed from the project. This was previously reflected in comments on the earlier version of the Terms of Reference, but does not appear to be indicated in the revised (2013) ToR.

4) Appendix D includes Source Water Protection in exclusion criteria. It is interesting to note that the areas identified for exclusion include some of the areas where the project would be a significant threat as well as some of the areas where it would be a moderate threat. The reference to the Technical Bulletin provides details on the vulnerability assessment process but no explanation as to why these zones were excluded while other areas which may have significant or moderate threats were not excluded. The comment provided by MOE (#41 of Aug 26, 2013) may have been confusing in this regard as there are areas in WHPA-C where the project would be a significant threat (although these are outside of the municipality) while there are areas within WHPA-B where it would be a moderate threat.

Our office would like to be included in future circulations regarding this project (please address all future project correspondence to the undersigned). We would appreciate receiving information and reports as they become available in order to ensure that we can meet the project deadlines with our comments.

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

Yours truly,
UPPER THAMES RIVER CONSERVATION AUTHORITY



Karen M. Winfield
Land Use Regulations Officer
LN/IS/TT/CT/KW/kw

c.c. – Project E-mail – (St.Marys.Waste.EA@RJBurnside.com)
Wesley Wright, Ministry of the Environment – (via e-mail: wesley.wright@ontario.ca)
Dave Blake, Town of St. Marys – (via e-mail: dblake@town.stmarys.on.ca)

Re: ToR - EA - St. Marys Future Solid Waste Disposal Needs

Jamie Hollingsworth to: Karen Winfield 12/19/2013 01:50 PM
Cc: dblake, wesley.wright

Karen,

Thank you for your comments regarding the Proposed Terms of Reference. Please find our responses to your letter's numbered items below:

> *1) It is important that all Environmental Assessments consider Drinking Water Source Protection in their assessment of the environmental impacts and consideration of alternatives. This consideration should include the vulnerability of the subject lands and the drinking water threats associated with each of the alternatives being considered. The consideration of threats should include the relative risk and potential risk mitigation measures. Specific consideration needs to be given to any significant threats and the implications of Source Protection Plan policies on those activities. Moderate and Low threats should also be considered.*

We agree that Drinking Water Source Protection is an important aspect of evaluating the risks and potential impacts as a result of the project. This will be reflected in the EA evaluation criteria, playing a significant impact within the Hydrogeology Section. We have modified table 5.4 to highlight the Source Water Protection Plan as an information source, and potential impacts to drinking water sources as an indicator.

> *2) The Source Protection Committee has submitted the Source Protection Plan to the Minister of the Environment for approval. Updates to the Source Protection Plan will be submitted next year. Assessment Reports for all Source Protection Areas in the Region have been approved. Updates to Assessment Reports are planned to be submitted with the updates to the Source Protection Plan. Current versions of approved and proposed documents are available at www.sourcewaterprotection.on.ca. More detailed mapping is available on a mapping portal at http://maps.thamesriver.on.ca/maps/source/ or through a data use agreement from the local Conservation Authority. Once a Source Protection Plan is approved for the region, the policies may have a bearing on proposals assessed through an EA. As those policies may affect existing activities as well as future activities it is important that the EA be flexible in its consideration of the impacts of Source Protection Planning on the project as the plan continues through its approval and updates.*

Thank you for this information. The source water protection plan will be referred to during the EA period in assessing the level of risk, and appropriate mitigation measures. Burnside will periodically review the UTRCA website to check for updated document versions as you have indicated that some are undergoing approvals and updates.

> *3) The Terms of Reference includes the identification of vulnerable areas within the study area, but does not make reference to consideration of risk posed from the project. This was previously reflected in comments on the earlier version of the Terms of Reference, but does not appear to be indicated in the revised (2013) ToR.*

Positive and negative effects (risks) are included in the TOR per our proposed evaluation. The level of risk will be included as a portion of the evaluation of the criteria identified in Table 5.4, and described in 5.5.1-5.5.2 where the potential negative effects represent risks with respect to the development.

> *4) Appendix D includes Source Water Protection in exclusion criteria. It is interesting to note that the areas identified for exclusion include some of the areas where the project would be a significant threat as well as some of the areas where it would be a moderate threat. The reference to the Technical Bulletin provides details on the vulnerability assessment process but no explanation as to why these zones were excluded while other areas which may have significant or moderate threats were not excluded. The comment provided by MOE (#41 of Aug 26, 2013) may have been confusing in this*

regard as there are areas in WHPA-C where the project would be a significant threat (although these are outside of the municipality) while there are areas within WHPA-B where it would be a moderate threat.

The Town and Burnside are of the opinion the that WHPAs for the Town of St. Marys represented areas that would be deemed to be unlikely candidates for landfill siting based on technical restrictions as well as the anticipated public consultation. If a landfill were sited in these areas there are potential negative effects to the Town's water supply. We believe your comment #1 is similarly applicable to our evaluation in Appendix D. Additional evaluation of the zones within the study area will be conducted during the EA.

We will continue to provide documents for your comment during the EA process.

Regards,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

"Karen Winfield" Hi James, Please see attached UTRCA Comme... 12/09/2013 04:10:33 PM

From: "Karen Winfield" <WinfieldK@thamesriver.on.ca>
To: jamie.hollingsworth@rjburnside.com,
Cc: St.Marys.Waste.EA@RJBurnside.com, dblake@town.stmarys.on.ca, wesley.wright@ontario.ca
Date: 12/09/2013 04:10 PM
Subject: ToR - EA - St. Marys Future Solid Waste Disposal Needs

Hi James,

Please see attached UTRCA Comments regarding the updated Terms of Reference for the St. Marys Future Solid Waste Disposal Needs EA.

Thank-you,

Karen Winfield
Land Use Regulations Officer
1424 Clarke Road London, Ontario, N5V 5B9
519.451.2800 Ext. 237 | Fax: 519.451.1188
winfieldk@thamesriver.on.ca

UPPER THAMES RIVER
CONSERVATION AUTHORITY

[attachment "UTRCA Comments - EA ToR - Future Solid Waste Disposal Needs, St. Marys.pdf" deleted by Jamie Hollingsworth/RJB]

FW: Town of St. Marys solid waste disposal needs amended ToR - comments due December 17, 2013
Wright, Wesley (ENE)
to:
Debanjan.Mookerjea@rjburnside.com, jamie.hollingsworth@rjburnside.com
12/17/2013 03:49 PM
Hide Details
From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>, "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>,

No comments from the officer assigned to this file at the London District Office.

Thanks,

Wesley

Please consider the environment before printing this email.

From: Smith, Mark (ENE)
Sent: December 17, 2013 3:43 PM
To: Wright, Wesley (ENE)
Subject: RE: Town of St. Marys solid waste disposal needs amended ToR - comments due December 17, 2013

No comments at this time Wesley.

Mark Smith

Provincial Officer
Ministry of the Environment
733 Exeter Road
London, ON, N6E 1L3

Tel: (519) 873-5032
Fax: (519) 873-5020

Please consider the environment before printing this email!

From: Wright, Wesley (ENE)
Sent: December 16, 2013 5:27 PM
To: Merza, Header (ENE); Diamond, Gerald (ENE); Van Dusen, Jean (ENE); Smith, Ryan (ENE); Smith, Mark (ENE)
Cc: Dobrin, Dan (ENE); Kerr, Ian (ENE); Homewood, Angela (ENE)
Subject: FW: Town of St. Marys solid waste disposal needs amended ToR - comments due December 17, 2013
Importance: High

Hi, everyone. A friendly reminder that I have not yet received comments from you on the amended ToR for the St. Marys solid waste management EA. They are due tomorrow (December 17). If you have already submitted comments to me, I don't seem to have a record of them so kindly re-send them.

Comments received to date: Stefanos Habtom, Dale Gable, Bob Aggerholm, and Mark Harris. Ryan spoke with

me today and indicated he is intending to provide them to me today or tomorrow.

Thanks,

Wesley


Please consider the environment before printing this email.

From: wesley.wright@ontario.ca [mailto:wesley.wright@ontario.ca]
Sent: November 21, 2013 9:37 AM
To: Harris, Mark (ENE)
Subject: Town of St. Marys solid waste disposal needs amended ToR - comments due December 17, 2013

Hi, everyone. The Town of St. Marys submitted its proposed ToR for the St. Marys landfill EA in November 2012. there were a number of outstanding issues identified by EAB staff that were unresolved at the time, so the Town took a timeout in order to address these issues. They have now completed those amendments (owing also to a marked delay because the Town changed consultants from CRA to RJ Burnside). Please see the attached for the amended ToR and supporting documentation.

Should you have any comments, please send them to me by December 17, 2013.

Jason: I don't seem to have a record of who the EO is for this project; if you could, please forward this to her/him.

NOTE: the pdf is searchable but if you for any reason require a hardcopy of any of the documents, please let me know ASAP so I can arrange to have it couriered to you.

The first document is a notice sent out by the Town highlighting the nature of the amendments; this may help to guide your review and help you determine if you wish to review or add comments (above and beyond your comments on the November 2012 ToR).

Please let me know if you have any questions or concerns.

File(s) will be available for download until **26 November 2013**:

File: 032339_TOR Ad 2013 Nov.docx, 61.86 KB [Fingerprint: 0fa4987a2bd6de55f4442950a9c791e7]
File: 32339 St Marys Study Area-STUDY AREAS.pdf, 478.72 KB [Fingerprint: 96c8e2b77acf252fe2ed7b0f7e87a516]
File: 032339_St. Marys Landfill TOR.pdf, 13,037.51 KB [Fingerprint: e658e0b7a164c2a34d6ba8c381164de6]
File: St. Marys_updated RoC.pdf, 6,487.00 KB [Fingerprint: dd29f2c37f5537626e5ca5f2ba68ed02]

FW: Town of St. Marys solid waste disposal needs amended ToR - comments due December 17, 2013
Wright, Wesley (ENE)
to:
jamie.hollingsworth@rjburnside.com, Debanjan.Mookerjea@rjburnside.com
12/17/2013 04:52 PM
Hide Details
From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>, "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>,

Comments from our SW engineer

Thanks,

Wesley

Please consider the environment before printing this email.

From: Smith, Ryan (ENE)
Sent: December 17, 2013 4:42 PM
To: Wright, Wesley (ENE)
Cc: Abernethy, Scott (ENE)
Subject: RE: Town of St. Marys solid waste disposal needs amended ToR - comments due December 17, 2013

Wesley:

For Surface Water concerns, I have reviewed the document "Proposed Terms of Reference, St. Mary's Future Solid Waste Disposal Needs, Environmental Assessment (Amended)", prepared for the Town of St. Mary's by R.J. Burnside and Associates Limited, dated October 2013.

As such, I offer the following comments:

I note that the previous iteration of the Draft TOR was commented on by Jack Colonello, a Surface Water Specialist in our office. Jack noted on Dec 3, 2012 with regards to a previous iteration of the TOR that he had some concern around the realignment of one of the drainage ditches in the Study area.

Under "Actions to Address MOE Comments on the TOR- Section 9.1.1.2- Surface Water- August 6, 2013", found in "Attachment E4- Additional Agency Consultation Undertaken by Burnside (2013)" in the current iteration of the TOR, the consultant states that "the relocation of the existing municipal drain is not dependent upon the Alternative that is selected through this EA process. We have therefore removed specific discussion in these TOR. Per the general description provided, if an alternative requires relocation of the drain, then the environmental effects of such a relocation effort will be accounted for in the EA process."

I note under "Plan to address comments on the TOR- April 23, 2013" located in the current TOR that the realignment may however be necessary for the existing, ongoing operations of the landfill site. As such, the Region will work with the District to address any

monitoring/water quality impact assessments outside of the EA process if this proposed works occurs.

I have no further concerns with the proposed TOR at this time.

Please feel free to contact me if you require further information regarding the above.

Regards,

Ryan Smith.

Ryan Smith
Work: (519) 873-5038
ryan.smith@ontario.ca


Please consider the environment before printing this email.

From: Wright, Wesley (ENE)
Sent: December 16, 2013 5:27 PM
To: Merza, Header (ENE); Diamond, Gerald (ENE); Van Dusen, Jean (ENE); Smith, Ryan (ENE); Smith, Mark (ENE)
Cc: Dobrin, Dan (ENE); Kerr, Ian (ENE); Homewood, Angela (ENE)
Subject: FW: Town of St. Marys solid waste disposal needs amended ToR - comments due December 17, 2013
Importance: High

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Comments received to date: Stefanos Habtom, Dale Gable, Bob Aggerholm, and Mark Harris. Ryan spoke with me today and indicated he is intending to provide them to me today or tomorrow.

Thanks,

Wesley


Please consider the environment before printing this email.

From: wesley.wright@ontario.ca [mailto:wesley.wright@ontario.ca]
Sent: November 21, 2013 9:37 AM
To: Harris, Mark (ENE)
Subject: Town of St. Marys solid waste disposal needs amended ToR - comments due December 17, 2013

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Burnside). Please see the attached for the amended ToR and supporting documentation.

Should you have any comments, please send them to me by December 17, 2013.

Jason: I don't seem to have a record of who the EO is for this project; if you could, please forward this to her/him.

NOTE: the pdf is searchable but if you for any reason require a hardcopy of any of the documents, please let me know ASAP so I can arrange to have it couriered to you.

The first document is a notice sent out by the Town highlighting the nature of the amendments; this may help to guide your review and help you determine if you wish to review or add comments (above and beyond your comments on the November 2012 ToR).

Please let me know if you have any questions or concerns.

File(s) will be available for download until **26 November 2013**:

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File: 32339 St Marys Study Area-STUDY AREAS.pdf, 478.72 KB [Fingerprint: 96c8e2b77acf252fe2ed7b0f7e87a516]
File: 032339_St. Marys Landfill TOR.pdf, 13,037.51 KB [Fingerprint: e658e0b7a164c2a34d6ba8c381164de6]
File: St. Marys_updated RoC.pdf, 6,487.00 KB [Fingerprint: dd29f2c37f5537626e5ca5f2ba68ed02]

Ministry of Tourism, Culture & Sport
Culture Division
Culture Services Unit
Programs and Services Branch
401 Bay Street, Suite 1700
Toronto, ON, M7A 0A7
Telephone: 416 314 7147
Facsimile: 416 314 7175
Email : dan.minkin@ontario.ca

Ministère du Tourisme de la Culture et du Sport
Division de culture
Unité des services culturels
Direction des programmes et des services
401, rue Bay, Bureau 1700
Toronto, ON, M7A 0A7
Téléphone: 416 314 7147
Télécopieur: 416 314 7175
Email : dan.minkin@ontario.ca

Ontario

17 December 2013

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6

Dear Mr. Blake,

Our File No.	**:**	**14EA016**
Proponent	**:**	**Town of St. Marys**
Project	**:**	**St. Marys Future Solid Waste Disposal Needs**
Subject	**:**	**Draft Terms of Reference for Environmental Assessment**
Location	**:**	**1221 Water St. South** **Town of St. Marys, County of Perth**

As part of the *Environmental Assessment Act* process, the Ministry of Tourism, Culture and Sport (MTCS) has an interest in the conservation of cultural heritage resources including archaeological resources, built heritage resources and cultural heritage landscapes.

We have reviewed the November 2013 proposed Terms of Reference for the above-referenced project being undertaken by the Town of St. Marys, and offer the following comments.

Section 5.1.2: Methodology for Evaluating the *Alternatives to the Undertaking*

This section says that the alternatives to the undertaking will be subject to a qualitative screening based on criteria including archaeological resources, heritage structures and heritage landscapes. It is unclear what a "qualitative screening" based on these criteria would entail. In our comments on the November 2012 version of the Terms of Reference, we suggested that the Terms of Reference be amended to commit to technical studies that will identify known and unknown cultural heritage resources, potential effects of the undertaking on them, and preferred mitigation strategies. This comment was not addressed in the Summary of Review Comments table provided in Attachment E2, and in spite of the Proponent Response in the same table that "a section will be added to Section 9.1 to add a Cultural Heritage and Archaeological Assessment", it remains unclear from the body of the Terms of Reference whether such studies will be included in the Environmental Assessment process or how it will be determined whether they are necessary.

Table 5.4: Evaluation Criteria, Indicators and Data Sources

This table lists "presence of significant archaeological resources" as an indicator for the Archaeological Resources environmental sub-component. It is unclear what "significant archaeological resources" means. We would expect all archaeological resources to be considered where applicable in the evaluation of alternatives, including any archaeological sites, and lands with archaeological potential if they have not yet been surveyed at the point in the Environmental Assessment process when the evaluation is taking place. Ideally, however, all necessary archaeological surveying would be completed before it became necessary to select a preferred alternative.

Re: St. Marys Future Solid Waste Disposal Needs Proposed ToR - MTCS Comments

Jamie Hollingsworth to: Minkin, Dan (MTCS) 12/19/2013 03:03 PM
Cc: "dblake@town.stmarys.on.ca", "Wright, Wesley (ENE)"

Dan,

Thank you for your comments on the proposed TOR. We are pleased to respond as follows.

Section 5.1.2: Methodology for Evaluating the Alternatives to the Undertaking

This section says that the alternatives to the undertaking will be subject to a qualitative screening based on criteria including archaeological resources, heritage structures and heritage landscapes. It is unclear what a "qualitative screening" based on these criteria would entail. In our comments on the November 2012 version of the Terms of Reference, we suggested that the Terms of Reference be amended to commit to technical studies that will identify known and unknown cultural heritage resources, potential effects of the undertaking on them, and preferred mitigation strategies. This comment was not addressed in the Summary of Review Comments table provided in Attachment E2, and in spite of the Proponent Response in the same table that "a section will be added to Section 9.1 to add a Cultural Heritage and Archaeological Assessment", it remains unclear from the body of the Terms of Reference whether such studies will be included in the Environmental Assessment process or how it will be determined whether they are necessary.

The qualitative screening is intended to review the sites based on known information prior to the commencement of full EA technical studies to determine if the options remain suitable for investigation. Following this assessment technical studies will be undertaken to determine in more detail the significance and potential level of impact to the technical components. As part of the more detailed studies a qualified person will conduct a review of the site to determine if the potential for archaeological resources exist. Based on our understanding of the previous site use as part of an aggregate extraction operation the site has been previously excavated to a depth of several meters. As such it is our current expectations that the possibility for archaeological resources to exist within the site to be very low. Based on the findings of the site review an additional work plan will be developed for the Cultural Heritage and Archaeological Assessment to be in-line with the potential findings and value of the site. A statement to this effect has been added to section 5.4.6.

Table 5.4: Evaluation Criteria, Indicators and Data Sources

This table lists "presence of significant archaeological resources" as an indicator for the Archaeological Resources environmental sub-component. It is unclear what "significant archaeological resources" means. We would expect all archaeological resources to be considered where applicable in the evaluation of alternatives, including any archaeological sites, and lands with archaeological potential if they have not yet been surveyed at the point in the Environmental Assessment process when the evaluation is taking place. Ideally, however, all necessary archaeological surveying would be completed before it became necessary to select a preferred alternative.

The potential data sources for the "presence of significant archaeological resources" indicator include Stage I Archaeological Assessment. Stage I of the Archaeological Assessment process identifies archaeological potential and known archaeological sites; it is in the subsequent stages that surveying is carried out to identify previously unknown archaeological sites. If the intent is to complete an Archaeological Assessment to fully identify archaeological resources, it would be preferable to simply list Archaeological Assessment as the data source rather than a particular stage.

Built heritage resources and cultural heritage landscapes are not specifically listed as environmental

sub-components in this table, nor elsewhere in the Terms of Reference, and it is unclear from the corresponding potential data sources whether a Heritage Impact Assessment would be carried out.

The term significant has been replaced with 'or likelihood' in Table 5.4

As described above based on our current understanding of the sites history it is anticipate that nearly all the site has been previously disturbed as part of aggregate extraction operations. As such it is likely that the Stage I portion of the assessment will identify that the site has no archaeological potential. In the event that this is not the case the assessment will continue into the remaining stages, it was our indication to reflect the most likely extent of work required in the Table. It is our intent to complete the review of the site for archaeological potential early in the process to allow adequate time for additional work programs to take place if required.

With respect to the built heritage resources and cultural heritage landscapes, the proposed expansion site occupies the same area as the existing landfill and is adjacent to the Town's industrial area. As such a Heritage Impact Assessment appears inappropriate and not expected to be carried out under the current EA framework. Similarly in the evaluation of the export option, this option would utilize existing transportation infrastructure and thus similarly a Heritage Impact Assessment is unnecessary.

If you have additional comments or would like to discuss the matters further please do not hesitate to contact the undersigned.

Regards.
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

"Minkin, Dan (MTCS)" Please see attached. Dan Minkin 12/17/2013 06:36:30 PM

From: "Minkin, Dan (MTCS)" <Dan.Minkin@ontario.ca>
To: "dblake@town.stmarys.on.ca" <dblake@town.stmarys.on.ca>,
Cc: "St.Marys.Waste.EA@RJBurnside.com" <St.Marys.Waste.EA@RJBurnside.com>
Date: 12/17/2013 06:36 PM
Subject: St. Marys Future Solid Waste Disposal Needs Proposed ToR - MTCS Comments

Please see attached.

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

401 Bay Street, Suite 1700
Toronto, Ontario M7A 0A7
Tel. 416.314.7147 | Fax. 416.314.7175
[attachment "St Marys Future Solid Waste Disposal Needs ToR - MTCS comment letter-17Dec2013.pdf" deleted by Jamie Hollingsworth/RJB]

The potential data sources for the “presence of significant archaeological resources” indicator include Stage I Archaeological Assessment. Stage I of the Archaeological Assessment process identifies archaeological potential and known archaeological sites; it is in the subsequent stages that surveying is carried out to identify previously unknown archaeological sites. If the intent is to complete an Archaeological Assessment to fully identify archaeological resources, it would be preferable to simply list Archaeological Assessment as the data source rather than a particular stage.

Built heritage resources and cultural heritage landscapes are not specifically listed as environmental sub-components in this table, nor elsewhere in the Terms of Reference, and it is unclear from the corresponding potential data sources whether a Heritage Impact Assessment would be carried out.

Thank you for the opportunity to comment on these proposed Terms of Reference. Should you have any questions, please do not hesitate to contact the undersigned.

Best regards,

Dan Minkin
Heritage Planner
416.314.7147
dan.minkin@ontario.ca

CC James Hollingsworth

Ministry of the Environment

Environmental Assessment and Approvals Branch

2 St. Clair Avenue West
Floor 12A
Toronto, ON M4V 1L5
Tel.: 416 314-8298
Fax: 416 314-8452

Ministère de l'Environnement

Direction des évaluations et des autorisations environnementales

2, avenue St. Clair Ouest
Étage 12A
Toronto, ON M4V 1L5
Tél. : 416 314-8298
Téléc. : 416 314-8452

Ontario

December 16, 2013

MEMORANDUM

TO: Wesley Wright
Project Officer
Environmental Assessment Services Section
Environmental Approvals Branch

FROM: Stefanos Habtom
Senior Wastewater Engineer
Environmental Approval Services Section
Environmental Approvals Branch

RE: Proposed Terms of Reference St. Mary's Future Solid Waste Needs Environmental Assessment (Amended)
EA FILE No. 03-08-02

Pursuant to your memorandum dated November 20, 2013, I have completed my review of the Proposed Terms of Reference for the St. Mary's Future Solid Waste Needs Environmental Assessment (Amended) dated October 2013. I do not have any additional review comments other than what I provided during the draft TOR review process shown below.

The outline provided in the above noted proposed terms of reference is acceptable with respect to the mandate of the Environmental Approval Services Section, EAB, under Section 53 of the *Ontario Water Resources Act* (OWRA), and we will provide review comments on the Environmental Assessment Report when submitted.

If you require any additional information, please do not hesitate to contact me at (416) 314 8298.

Yours sincerely,

Stefanos Habtom, P. Eng.

c: Edgar Tovilla, Supervisor (A), Environmental Approval Services Section, EAB

Ministry of the Environment

Environmental Approvals Branch

2 St. Clair Avenue West
Floor 12A
Toronto ON M4V 1L5
Tel.: 416 314-8001
Fax: 416 314-8452

Ministère de l'Environnement

Direction des autorisations environnementales

2, avenue St. Clair Ouest
Étage 12A
Toronto ON M4V 1L5
Tél : 416 314-8001
Téléc. : 416 314-8452

Ontario

MEMORANDUM

December 18, 2013

To: Wesley Wright, Project Officer
Environmental Assessment Services - Project Coordination Section
Environmental Approvals Branch

From: Dale Gable, P.Eng.
Supervisor – Team 1
Approval Services Section
Environmental Approvals Branch

Re: Review of the Proposed Terms of Reference for the St. Marys Landfill Site Capacity Expansion - Environmental Assessment
EA File No. 03-08-02

As per your request, I have reviewed the additional/amended documents submitted by the Town of St. Marys.in November 2013. Based on my review, I have no additional comments to my December 18, 2012 memorandum in which was submitted to you.

If you have any questions, please contact me at (416) 314-8317.

Regards,

Dale Gable, P.Eng.
Supervisor
Environmental Assessment – Approvals Services Section

Re: St. Marys - Aboriginal consultation

Jamie Hollingsworth to: Wright, Wesley (ENE) 12/16/2013 12:05 PM

Cc: "Debanjan.Mookerjea@rjburnside.com", "Dave Blake", Andrew Evans

Wesley;

1. OASS Contact List:

Regarding development of the aboriginal community contact list with the Ontario Secretariat for Aboriginal Affairs (OASS):

- CRA's November 2012 Record of Consultation (Appendix E, Attachment E1 of the TOR, provided on a DVD as a searchable PDF) references the OSAA having been contacted to provide a list of aboriginal communities that should be consulted. See PDF page numbers 7 and 443 of the file (032339 CRA Nov 2012 Record of Consultation.pdf) in this regard.
- CRA's letter/request to OSAA is not included in their Record of Consultation, nor does Burnside have a copy.
- Per item 3 of our March 28, 2013 meeting minutes (TOR, PDF page number 216), you had indicated that the existing (CRA) consultation list was acceptable. (follow-up contact with the Haudenosaunee Documentation Committee (HDC) had been omitted from some of the correspondence/consultation efforts. This was subsequently corrected by the Town and Burnside (see Appendix E, Section 3.2 and Attachment .E3b of the draft TOR)).
- In the draft Terms of Reference, page 224 of the PDF, there is an email forwarded by you attaching updated contact information from the MOE's Aboriginal Affairs Branch. It was noted that the CRA had contacted OSAA to obtain the list of aboriginal communities.

I had presumed that your email (final bullet above) was sufficient to show that the aboriginal community contact list was compiled appropriately. However, I would be happy to revise Appendix E if you want to provide a copy of the correspondence referenced by your colleague, Ms. Lareina Rising.

2. Comments from Aboriginal Communities:

During the first week of December, Burnside contacted the aboriginal communities by telephone to follow-up on the draft TOR that was submitted. I am attaching a draft Word file that contains the notes collected by my colleague, Ashley Gallaugher (AG in the file). I have not reviewed or edited this file as yet, though it will become the basis of Burnside's up-dated aboriginal communities contact list and a part of our Record of Consultation, to be submitted with the finalized TOR.

To date, neither the Town nor Burnside have received any comments from aboriginal communities beyond those noted from my colleague's phone contact efforts. None of those had any impact on the content of the draft TOR.

3. Aboriginal Contact Information:

As noted in item #2, I have attached a draft Word file that contains the most up-to-date version of the aboriginal contact information. Burnside will be cleaning-up the file and possibly formatting it for use in the finalized TOR.

I trust this draft Word file is sufficient for your current needs. I do not expect it will be put into final form until later this week.

4. Other Consultation Efforts:

On the Town's behalf, Burnside has also contacted the agencies and adjacent municipalities by

telephone to see that they obtained the draft TOR. Two agencies requested an email. All of this will be documented similarly to the aboriginal communities contact efforts.

We have also received the following correspondence since my previous email update (27-Nov-2013):

- Update from Ministry of Natural Resources regarding the aggregate extraction license that applies to the existing landfill and the surrounding properties. They suggested a further revision to Table 5.4 which I feel is acceptable and will therefore be incorporated into the revised/finalized TOR.
- Passmore Family - local land owner, concerned with odours if landfill is expanded. You were copied on this correspondence.
- Upper Thames River Conservation Authority - comments on the TOR. You were copied by UTRCA on the email submitting their letter. No response has been prepared as yet, though I am aiming to do so this week.
- Festival Hydro - local electrical utility, telephone conversation: Asked if the TOR included discussion of electrical needs for the site, replied that it does not. Festival Hydro indicated that they have no concerns with the TOR and that any and all future hydro demand requirements will have to go through the appropriate approval channels.
- You have passed two sets of comments from your MOE colleagues... one for groundwater (email of 3-Dec-2013) which will be added to our Record of Consultation but require no changes to the TOR. A second set of comments, for surface water (email dated today) has not yet been reviewed.

I believe that covers all of the consultation efforts. All of this will be reported upon in the updated Record of Consultation.

I trust all of the above (and attached) addresses your current needs. Please feel free to contact me if I can be of any further assistance.

Take Care,
Jamie

BURNSIDE

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering, Ontario L1V 7G7
jamie.hollingsworth@rjburnside.com
tel: 905.420.5777 ext. 803
fax: 905.420.5247
www.rjburnside.com

UPDATE__032339_St Marys Landfill FN TOR Consultation Summary.doc

"Wright, Wesley (ENE)" HI, Jamie. Page 41 of the ToR states that t... 12/16/2013 09:53:43 AM

From: "Wright, Wesley (ENE)" <Wesley.Wright@ontario.ca>
To: "jamie.hollingsworth@rjburnside.com" <jamie.hollingsworth@rjburnside.com>,
Cc: "Debanjan.Mookerjea@rjburnside.com" <Debanjan.Mookerjea@rjburnside.com>
Date: 12/16/2013 09:53 AM
Subject: St. Marys - Aboriginal consultation

HI, Jamie. Page 41 of the ToR states that the list of 14 Aboriginal communities was provided by OSAA – can you please either fwd the correspondence (letter/email) to me, or direct me to where in the ToR I can find it?

Have you received any responses from the Aboriginal communities on the amended ToR? If so, pls fwd to me as I have not seen these.

Lastly, if you have contact info at each of the Aboriginal communities other than what is listed on the Chiefs of Ontario website (which is generally the Chief), please forward that information to me.

To prioritize the above:

- Aboriginal contact information to me optimally by noon today (it should already be in a single document that you can simply forward to me)
- Response(s) by Aboriginal communities – to me by 2 PM today
- OSAA letter – by end of day today

Thanks,

Wesley Wright | Project Officer
Environmental Approvals Branch | Ministry of the Environment
2 St. Clair Avenue West, Floor 12A | Toronto ON | M4V 1L5
T 416.325.5500 | **TF** 1.800.461.6290 | **F** 416.314.8452 | **E** wesley.wright@ontario.ca

BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

Attachment E5
Landowner Consultation Undertaken by Burnside (2013)

PROPNUM	**Primary Owner**	**Secondary Owner**	**Address1**	**Address2**	**CityProv**	**PostalCode**
312014000510700	UNION GAS LIMITED		PROPERTY TAX DEPARTMENT	50 KEIL DRIVE NORTH	CHATHAM ON	N7M 5M1
312009000699900	CANADIAN NATIONAL RAILWAY	COMPANY	ATT SUPERVISOR CONTRACTS &	1 ADMINISTRATION RD	CONCORD ON	L4K 1B9
312014000515200	NUTRECO CANADA INC		150 RESEARCH LANE	SUITE 200	GUELPH, ON	N1G 4T2
312014000510400	MCCURDY TAMMY BARBARA	MCCURDY JASON REGINALD	1760 PERTH RD 123	P O BOX 18	KIRKTON ON	N0K 1K0
312014000515900	SUNOVA FARMS INC	C/O STEVE & MONICA DE BOER	256778 LINE 25	RR 2 STN MAIN	LAKESIDE ON	N0M 2G0
311600006022775	DANA CANADA INC		ATTENTION: TAX DEPARTMENT	PO BOX 3029 STN MAIN	ST CATHARINES ON	L2R 7K9
312014000415800, 312014000515100, 312014000515600	ST MARYS CEMENT COMPANY A	DIVISION OF ST MARYS CEMENT	ATTN: LISA BALDI, EXEC ASSIS	55 INDUSTRIAL STREET	TORONTO ON	M4G 3W9
311600008099900	CANADIAN NATIONAL RAILWAY COMPANY	CN REAL ESTATE MANAGEMENT	C/O MANAGER PROPERTY TAX	277 FRONT ST W 8TH FLOOR	TORONTO ON	M5V 2X4
311600007020900	ST MARYS CEMENT COMPANY	A DIVISION OF ST MARYS	410 WAVERLY RD	R.R. #2	BOWMANVILLE, ON	L1C 3K3
311600007021200	RIORDAN ARTHUR D ESTATE		C/O CHERYL RIORDAN	129 ARBOUR GLEN CRES	LONDON, ON	N5Y 2A4

PROPNUM	PrimaryOwner	SecondaryOwneer	Address1	Address2	CityProv	PostalCode
312014000514900	1/2 CENTURY HOLDINGS INC		PO BOX 789 STN MAIN		ST MARYS ON	N4X 1B5
312014000510915	BAFFES ANGELA HELEN	SMIT JOHANNES ADRIANUS	1642 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510800	BATTEN KELLY	WEESSIES CHRISTINE	4468 LINE 3	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510610	BLACKLOCK RICHARD JAMES	BLACKLOCK CANDICE LOUISE	1730 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000511300.						
312014000511410	BRADLEY GLENN WILBUR	BRADLEY MARGARET JEAN	4642 LINE 3	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510605	CARLBERG DAVID ROY	RICHARDSON MARLENE FERN	PO BOX 624 STN MAIN		ST MARYS ON	N4X 1B4
312014000510900	CARR LYNN MARIE	CARR WILLIAM JOHN	1628 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
311600007021700	CHRISTIE BRIAN KEITH	CASSAR EVELYN ROSE	25 FRONT ST	GENERAL DELIVERY	ST MARYS ON	N4X 1B9
312014000511000	CLOSE JEREMIAH JACKSON	KIPFER CASSIE LEE	4469 LINE 3	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510940	FOSTER GLORIA YVONNE	FOSTER CLARENCE ALLEN	1668 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000511002	GRATTON RICHARD DAVID HUGH	GRATTON KIMBERLEY ANNE	4461 LINE 3	R R 3	ST MARYS ON	N4X 1C6
312014000511004	GROVER MICHAEL ALBERT VINCEN	GROVER PHYLLIS ELAINE	4457 LINE 3	R R 3	ST MARYS ON	N4X 1C6
312014000510500	HEARD WILLIAM DOUGLAS	HEARD AUDREY EILEEN	PO BOX 1592 STN MAIN		ST MARYS ON	N4X 1B9
312014000511400	HUESTON KNOWLSON BROCK	HUESTON BONNIE BELLE	4546 LINE 3	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510420	KING WILLIAM FRANKLIN	KING JULIE ANN	1740 PERTH RD 123	P O BOX 1285	ST MARYS ON	N4X 1B8
312014000511074	LANDOWNER		4469 LINE 3	R R 3	ST MARYS ON	N4X 1C6
311600006022805	MAPLE LEAF FOODS INC	T/A SHURGAIN	ATTN TOM WARREN	600 JAMES ST S RR 4	ST MARYS ON	N4X 1C7
312014000510300	MCCURDY DANIEL WAYNE	MCCURDY KRISTENE ANNE	1764 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000515800	MUIR TRACEY LYNN	GRENDA CHRISTOPHER JOHN	1602 PERTH RD 123	BOX 406	ST MARYS ON	N4X 1B2
312014000510410	MUMBERSON MARY LYNN	MILLER DANIEL CHARLES	1748 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510920	PARTRIDGE RANDY CLAYTON	PARTRIDGE WENDY LOUISE	1646 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000511200,						
312014000511225	PASSMORE ROBERT MITCHELL	PASSMORE CAROL ANN	4495 LINE 3	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510925	PENNER ROLAND LLOYD	PENNER DORIS INGA	1652 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000415700	PERTH SOUTH TOWNSHIP		C/O MUNICIPAL CLERK	3191 RD 122	ST PAULS ON	N0K 1V0
312014000510620	POWELL ERNEST WILLIAM	POWELL AMY	1720 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510935	PRIMEAU NEIL JOSEPH	PRIMEAU ELAINE RACHEL	PO BOX 2437		ST MARYS ON	N4X 1A3
311600007021600	REID JOHN HUGH	REID ROSEMARY KATHERINE	PO BOX 512 STN MAIN		ST MARYS ON	N4X 1B3
312014000510105,						
312014000510200	RIORDAN ZORA		1774 PERTH RD 123	R R 3	ST MARYS ON	N4X 1C6
312014000510615	RODWELL DOUGLAS BRUCE	RODWELL CATHERINE ANNE	1726 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000511070	SOUTTER GORDON HENDERSON		57 30 ANN ST		ST MARYS ON	N4X 1C8
311600007021400,						
311600007021500,						
311600007021000,						
311600008002600	ST MARYS CEMENT COMPANY	A DIVISION OF ST MARYS	PO BOX 1000 STN MAIN		ST MARYS ON	N4X 1B6
311600006022801	ST MARYS TOWN	DAVE BLAKE	PO Box 998, 408 James St. S.		ST MARYS ON	N4X 1B6
312014000516000	VAN NES JACOBUS JOHANNES	VAN NES TERESA MARIE	3516 RD 119	RR 2 STN MAIN	STRATFORD ON	N5A 6S3
312014000510945	VERHULST JACOBUS MARINES	VERHULST TRYNTJE MARIA	1670 PERTH RD 123	RR 3 STN MAIN	ST MARYS ON	N4X 1C6
312014000510930	WESTON BRIAN KEITH		1654 RD 123	R R 3	ST MARYS ON	N4X 1C6
311600007021900	WIEGGERS ANNA MARIA C		RR 3 STN MAIN		ST MARYS ON	N4X 1C6

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

UNION GAS LIMITED
PROPERTY TAX DEPARTMENT
50 KEIL DRIVE NORTH
CHATHAM ON N7M 5M1

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510700

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an Individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's web site, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page. Paper copies of the full ToR are available for review at the following locations:

- Town Hall: 175 Queen Street East, St. Marys, ON N4X 1B6
- Municipal Operations Centre: 408 James St. S., St. Marys, ON N4X 1B6

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability.docx
15/11/2013 11:35 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Residence Landowners.

View Shipment Details

Shipment Date
2013-11-15
To
Union Gas Limited
50 Keil Drive North
CHATHAM, Ontario
Canada, N7M5M1

Created
2013-11-15 01:05 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330018864901	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018864901 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 3:27 p.m.
Received By: Mclavish

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Chatham, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	3:27 p.m.	Chatham, ON	Shipment delivered to MCTAVISH at SHIP DOCK
Nov 18, 2013	10:18 a.m.	Chatham, ON	On vehicle for delivery
Nov 18, 2013	4:08 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	2:40 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018864901	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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November 15, 2013

Via: **Courier**

CANADIAN NATIONAL RAILWAY
COMPANY
ATT SUPERVISOR CONTRACTS &
1 ADMINISTRATION RD
CONCORD ON L4K 1B9

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312009000699900

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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- Municipal Operations Centre: 408 James St. S., St. Marys, ON N4X 1B6

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability.docx
15/11/2013 11:35 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - _____ Fax: ( ) - _____

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

View Shipment Details

Shipment Date
2013-11-15
To
Canadian National Railway
1 Adminsitration Rd.
CONCORD, Ontario
Canada, L4K1B9

Created
2013-11-15 01:10 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330018873860	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018873860 View more details

Delivered
Monday, November 18, 2013 10:07 a.m.
Signature not required

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Concord, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	10:07 a.m.	Vaughan, ON	Shipment delivered at: MAIL ROOM
Nov 18, 2013	7:38 a.m.	Vaughan, ON	On vehicle for delivery
Nov 18, 2013	12:44 a.m.	Vaughan, ON	Arrived at sort facility
Nov 15, 2013	7:54 p.m.	Toronto Sort Circle Trl, ON	Arrived at sort facility
Nov 15, 2013	4:05 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	2:40 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018873860	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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November 15, 2013

Via: Courier

NUTRECO CANADA INC
150 RESEARCH LANE
SUITE 200
GUELPH, ON N1G 4T2

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000515200

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- Municipal Operations Centre: 408 James St. S., St. Marys, ON N4X 1B6

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 603
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

View Shipment Details

Shipment Date
2013-11-15
To
Nutreco Canada Inc.
150 RESEARCH LANE
GUELPH, Ontario
Canada, N1G4T2

Created
2013-11-15 01:12 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-6777 x800

PIN	330018877333	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018877333 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 9:42 a.m.
Received By: Jen

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Guelph, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	9:42 a.m.	Guelph, ON	Shipment delivered to JEN at: RECEPTION
Nov 18, 2013	8:58 a.m.	Guelph, ON	On vehicle for delivery
Nov 18, 2013	7:54 p.m.	Toronto Sort Ctr/or Tri, ON	Arrived at sort facility
Nov 15, 2013	4:08 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	2:40 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018877333	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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November 15, 2013

*NOTE: Sent via Purolator (courier) on November 15, 2013 but was returned December 17, 2013 noted unable to deliver due to required appointment to deliver

Via: Courier

MCCURDY TAMMY BARBARA
MCCURDY JASON REGINALD
1760 PERTH RD 123
P O BOX 18
KIRKTON ON N0K 1K0

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510400

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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- Municipal Operations Centre: 408 James St. S., St. Marys, ON N4X 1B6

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability.docx
15/11/2013 11:35 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
{The Difference is our People}

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

Landowner
McCurdy Tommy
Barbara

Purolator

Tracking Details

Shipment Status

Shipment Created | Picked Up | Attention | Delivered

Package Status

Package Tracking Number: 330018884149

View more details

Attention
Estimated Time of Delivery
Not Available
Appointment required for delivery. Receiver will be contacted to reschedule delivery

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Kirkton, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		
Original Delivery	Nov 18, 2013		

History

Date	Local Time	Location	Description
Nov 27, 2013	9:14 a.m.	Stratford, ON	Appointment required for delivery. Receiver will be contacted to reschedule.
Nov 26, 2013	9:12 a.m.	Stratford, ON	Appointment required for delivery. Receiver will be contacted to reschedule.
Nov 25, 2013	9:44 a.m.	Stratford, ON	Appointment required for delivery. Receiver will be contacted to reschedule.
Nov 22, 2013	8:53 a.m.	Stratford, ON	Appointment required for delivery. Receiver will be contacted to reschedule.
Nov 21, 2013	8:58 a.m.	Stratford, ON	Appointment required for delivery. Receiver will be contacted to reschedule.
Nov 20, 2013	9:10 a.m.	Stratford, ON	Appointment required for delivery. Receiver will be contacted to reschedule.
Nov 19, 2013	8:54 a.m.	Stratford, ON	Appointment required for delivery. Receiver will be contacted to reschedule.
Nov 18, 2013	4:30 p.m.	Stratford, ON	Appointment required for delivery. Receiver will be contacted to reschedule.
Nov 18, 2013	3:12 p.m.	Stratford, ON	Attempted delivery - incomplete / incorrect address provided
Nov 18, 2013	8:41 a.m.	Stratford, ON	On vehicle for delivery
Nov 15, 2013	4:06 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	1:21 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018884149	Not Available	Attention

Packages 1 to 1 of 1

E-mail Notifications

Get notified by e-mail as soon as your shipment is delivered.

From
Name
E-mail

To
Name +
E-mail

Notify of ☑ Delivery

Terms of Use

Send

Landauer

View Shipment Details


Shipment Date
2013-11-15
To
McCurdy Tammy Barbara
1760 Perth Road
Suite # 123
KIRKTON, Ontario
Canada, N0K1K0

Created
2013-11-15 01:15 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330018884149	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[The Difference is our People]

November 15, 2013

Via: Courier

SUNOVA FARMS INC
C/O STEVE & MONICA DE BOER
256778 LINE 25
RR 2 STN MAIN
LAKESIDE ON N0M 2G0

Re: **Town of St. Marys Future Solid Waste Disposal Needs**
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000515900

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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The Corporation of the Town of St. Marys
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St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

View Shipment Details

Shipment Date
2013-11-15
To
Sunova Farms Inc.
256778 Line 25
RR 2 Stn. Main
LAKESIDE, Ontario
Canada, N0M2G0

Created
2013-11-15 01:21 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330018896093	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330018896093 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 10:36 a.m.
Received By: Steve Deboer

Service	Purolator Express Envelope	From	Pickering, ON, CA
		To	Lakeside, ON, CA
Est. Shipment Weight	1 lb.		
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	10:36 a.m.	Stratford, ON	Shipment delivered to STEVE DEBOER w; AT DOOR
Nov 18, 2013	8:32 a.m.	Stratford, ON	On vehicle for delivery
Nov 15, 2013	7:53 p.m.	Toronto Sort Cntr-Tri, ON	Arrived at Sort Facility
Nov 15, 2013	4:06 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	2:40 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018896093	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

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THE DIFFERENCE IS OUR PEOPLE

November 15, 2013

*NOTE: Sent via courier (Purolator) on Nov. 15, 2013, Purolator returned parcel Sent out via Postal Service (Mail).

Via: Mail

DANA CANADA INC
ATTENTION: TAX DEPARTMENT
PO BOX 3029 STN MAIN
ST CATHARINES ON L2R 7K9

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600006022775

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Pickering ON L1S 6H3
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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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Hard Copy Request Form

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Courier

ST MARYS CEMENT COMPANY A
DIVISION OF ST MARYS CEMENT
ATTN: LISA BALDI, EXEC ASSIS
55 INDUSTRIAL STREET
TORONTO ON M4G 3W9

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000415800, 312014000515100, 312014000515800

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Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability.docx
15/11/2013 11:35 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
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Email:	jamie.hollingsworth@rjburnside.com

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Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

View Shipment Details

Shipment Date
2013-11-15
To
St. Marys Cement Company
55 INDUSTRIAL ST
EAST YORK, Ontario
Canada, M4G3W9

Created
2013-11-15 01:28 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330018911033	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

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Purolator

Tracking Details

Shipment Status

Package Status

Package Tracking Number: 330018911033 — View proof of delivery and signature

Delivered
Monday, November 18, 2013 10:57 a.m.
Received By: Debbie

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	East York, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	10:57 a.m.	Toronto (westcoast), ON	Shipment delivered to DEBBIE at: RECEPTION
Nov 18, 2013	8:12 a.m.	Toronto (westcoast), ON	On vehicle for delivery
Nov 18, 2013	1:22 a.m.	Toronto (westcoast), ON	Arrived at sort facility
Nov 15, 2013	7:53 p.m.	Toronto Sort Ctr/cir Trl, ON	Arrived at sort facility
Nov 15, 2013	4:06 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	2:40 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018911033	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Courier

CANADIAN NATIONAL RAILWAY
COMPANY
CN REAL ESTATE MANAGEMENT
C/O MANAGER PROPERTY TAX
277 FRONT ST W 8TH FLOOR
TORONTO ON M5V 2X7

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600008099900

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James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

View Shipment Details

Shipment Date
2013-11-15
To
Canadian National Railway
277 Front Street W.
Floor # 8
TORONTO, Ontario
Canada, M5V2X4

Created
2013-11-15 01:32 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330018918806	**Adjusted Weight**	1.00 lb
Ship Type	Regular	**Transit Time (days)**	1
Package Type	Express Envelope	**Cost**	$0.00
Number of pieces	1	**Tax**	$0.00
Premium Service	Purolator Express Envelope	**Total**	$0.00
Hold For Pickup (receiver will pick up shipment)	No		
Declared Value	$0.00		
Bill To	Sender		
Dangerous Goods	No		
Chain Of Signature	No		
OSNR-Signature Not Required	No		
Residential Delivery Signature Required	No		

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330018918806 View proof of delivery and signature

Delivered
Wednesday, November 20, 2013 9:13 a.m.
Received By: Wendy

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb	To	Toronto, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 20, 2013	9:13 a.m.	Mississauga (west/ouest), ON	Shipment delivered to WENDY at: MAIL ROOM
Nov 20, 2013	7:46 a.m.	Mississauga (west/ouest), ON	On vehicle for delivery
Nov 20, 2013	2:09 a.m.	Mississauga (west/ouest), ON	Arrived at sort facility
Nov 19, 2013	2:12 p.m.	Toronto (downtown/ctr Ville),ON	Arrived at sort facility
Nov 19, 2013	2:09 p.m.	Toronto (downtown/ctr Ville),ON	Attempted delivery - Incomplete / Incorrect address provided
Nov 19, 2013	9:00 a.m.	Toronto (downtown/ctr Ville),ON	Attempted delivery - Incomplete / Incorrect address provided
Nov 18, 2013	7:09 a.m.	Toronto (downtown/ctr Ville),ON	Attempted delivery - Incomplete / Incorrect address provided
Nov 18, 2013	3:18 p.m.	Toronto (downtown/ctr Ville),ON	Attempted delivery - Incomplete / Incorrect address provided
Nov 18, 2013	3:07 p.m.	Toronto (downtown/ctr Ville),ON	Attempted delivery - Incomplete / Incorrect address provided
Nov 18, 2013	3:06 p.m.	Toronto (downtown/ctr Ville),ON	Attempted delivery - Incomplete / Incorrect address provided
Nov 18, 2013	1:44 p.m.	Toronto (downtown/ctr Ville),ON	Attempted delivery - Incomplete / Incorrect address provided
Nov 18, 2013	7:19 a.m.	Toronto (downtown/ctr Ville),ON	On vehicle for delivery
Nov 18, 2013	5:18 a.m.	Toronto (downtown/ctr Ville),ON	Arrived at sort facility
Nov 18, 2013	5:17 a.m.	Toronto (downtown/ctr Ville),ON	Picked up by Purolator
Nov 15, 2013	7:54 p.m.	Toronto Sort Ctr/ctr Trt, ON	Arrived at sort facility
Nov 15, 2013	4:08 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	1:37 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330018918806	Nov 20, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
[The Difference is our People]

November 15, 2013

Via: Courier

ST MARYS CEMENT COMPANY
A DIVISION OF ST MARYS
410 WAVERLY RD
R.R. #2
BOWMANVILLE, ON L1C 3K3

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600007020900

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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- Municipal Operations Centre: 408 James St. S., St. Marys, ON N4X 1B6

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
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Pickering ON L1S 6H3
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability.docx
15/11/2013 2:13 PM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

032339 TOR Request Form.docx 18/11/2013 10:02 AM

St Marys Burnsides copy

Purolator

FROM/DE
R. J. Burnside
1465 PICKERING PKY
SUITE 200
PICKERING, ON L1V 7G7
(905) 420-5777 ext. 800

REF:

TO/A
St. Marys Cement Company

410 Waverly Road

Bowmanville, ON L1C 3K3

NOTE:

DATE	PIECES	WEIGHT/POIDS
15 Nov 2013	1 of/de 1	1.00 lb.

AM 12:00:00 2853211 11/15/2013

PIN: 330 019 134 916

45

Fold the Bill of Lading on the dotted line and insert into the labelope. Attach a Bill of Lading to each package
Veuillez plier ce connaissement sur la ligne pointillée et l'insérer dans l'enveloppe autoadhésive. Veuillez joindre un connaissement à chaque colis

Description: letter

No Declared Value Entered By Sender / Aucune valeur déclarée entrée par l'expéditeur

CONDITIONS OF CARRIAGE

IMPORTANT - PLEASE READ: The consignor agrees that the act of tendering the shipment to the carrier for transportation shall be sufficient to constitute signature of this bill of lading by the consignor and shall bind the consignor to the conditions of carriage stated below.

RECEIPT Carrier acknowledges receiving from the shipper, at the point of origin and on the date specified, the shipment described in this bill of lading in apparent good order, except as noted (contents and conditions of contents of shipment unknown), and agrees to carry and deliver the shipment to the receiver at the destination set out in this bill of lading, subject to payment of all lawful charges. "Carrier" refers to Purolator Inc. and any connecting and/or successive carriers involved in the transportation of the shipment herein described, including any of their respective subsidiaries, controlled entities, and their respective employees, agents and independent contractors.

LIMITATION ON LIABILITY Carrier's liability in respect of the shipment described in this bill of lading (including for any loss, damage, delay, misdelivery, non-delivery or failure to deliver) is limited to $2.00 per pound ($4.41 per kilogram) computed on the total weight of the shipment, unless a higher value is declared in the specially marked Purolator Online Shipping user entry field, "Declared Value for Insurance ($)". Notwithstanding any disclosure of the nature or value of the goods carried or any special agreement to the contrary, carrier is not liable under any circumstances for the consequences of delay, or for any indirect or consequential damages (including lost profits) howsoever caused.

NOTICE OF CLAIM Carrier is not liable for any loss, damage or delay to any goods carried under this bill of lading unless notice of the claim setting out particulars of the origin, destination and date of shipment of the goods and the estimated amount claimed in respect of such loss, damage or delay is given in writing to the carrier within sixty (60) days after the delivery of the goods, or, in the case of failure to make delivery, within nine (9) months from the date of shipment. Subject to any overriding statutory provisions, the final statement of the claim must be filed within nine (9) months from the date of shipment, together with a copy of the paid freight bill. If the Convention applies, other notice periods may govern. No claim will be entertained until all transportation charges due in connection with this bill of lading have been paid in full. All claims are subject to proof of amount of loss.

TERMS INCORPORATED BY REFERENCE Every service to be performed under this bill of lading is subject to the conditions of carriage contained in this bill of lading, including the terms and conditions contained in Purolator Inc.'s published terms and conditions of carriage and the terms and conditions prescribed by the law of the jurisdiction where the goods originate (including the uniform conditions of carriage thereunder, if any). If the carriage involves an ultimate destination or a stop in a country other than the country of departure, the Convention (as defined below) may apply and limit the liability of the carrier in respect of loss of, damage to or delay of cargo. "Convention" means the Convention for the Unification of Certain Rules relating to International Carriage by Air, signed at Warsaw, Poland, 12 October, 1929, or the Convention for the Unification of Certain Rules for International Carriage by Air, signed at Montreal, Canada, 28 May, 1999, or those Conventions as amended or supplemented as may be applicable to the carriage hereunder.

MISCELLANEOUS Unless otherwise indicated, the consignor's name and address is the sender's name and address indicated on this bill of lading, and the latter is the place of execution and the place of departure; the consignee's name and address is the receiver's name and address indicated on this bill of lading, and the latter is the place of destination; and the date indicated on this bill of lading is the date of execution. There are no specific stopping places which are agreed to, and the carrier reserves the right to select the route and the mode of transportation that the carrier deems appropriate. The consignor warrants that the shipment is properly described on this bill of lading and on any accompanying documentation, and that the shipment is properly marked, addressed and packed to ensure safe transportation in accordance with the carrier's ordinary care in handling. Unless otherwise indicated on this bill of lading, the consignor waives its right to determine the volume or dimensions of the shipment, and to indicate same on this bill of lading. The consignor appoints the carrier as its agent for the performance of customs clearance and selecting a customs broker.

ENTIRE AGREEMENT The terms and conditions contained in this bill of lading, including those incorporated herein by reference, constitute the entire agreement relating to the carriage of the shipment described in this bill of lading, and no agent, servant or representative of the carrier or consignor has the authority to alter, waive or otherwise modify any provision of this agreement. In tendering the shipment described herein for carriage, the consignor agrees to these terms and conditions on his own behalf and on behalf of the consignee and any other party claiming an interest in this shipment.

Purolator

Tracking Details

Shipment Status

Package Status
Package Tracking Number: 330019134916

[View proof of delivery and signature]

Delivered
Monday, November 18, 2013 9:51 a.m.
Received By: Dave

Service	Purolator Express Envelope	From	Pickering, ON, CA
Est. Shipment Weight	1 lb.	To	Bowmanville, ON, CA
Shipment Date	Nov 15, 2013		

History

Date	Local Time	Location	Description
Nov 18, 2013	9:51 a.m.	Pickering, ON	Shipment delivered to DAVE at: SHIP DOCK
Nov 18, 2013	8:10 a.m.	Pickering, ON	On vehicle for delivery
Nov 18, 2013	1:36 a.m.	Pickering, ON	Arrived at sort facility
Nov 15, 2013	7:59 p.m.	Toronto Sort Cntr Tri, ON	Arrived at sort facility
Nov 15, 2013	4:06 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	3:05 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019134913	Nov 18, 2013	Delivered

Packages 1 to 1 of 1

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 fax (905) 420-5247 web www.rjburnside.com

BURNSIDE
{The Difference is our People}

November 15, 2013

Via: Courier

RIORDAN ARTHUR D ESTATE
C/O CHERYL RIORDAN
129 ARBOUR GLEN CRES
LONDON, ON N5Y 2A4

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600007021200

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
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St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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Terms of Reference
Hard Copy Request Form

Project:	**Town of St. Marys Future Solid Waste Disposal Needs** **Proposed Terms of Reference for an Environmental Assessment**
File No.:	300032339.0000
Return by November 30, 2013 to:	
Attention:	James R. Hollingsworth, P.Eng, Technical Leader, Solid Waste
Fax:	(905) 420-5247
Mail:	R.J. Burnside & Associates Limited 1465 Pickering Parkway, Suite 200 Pickering ON L1V 7G7
Email:	jamie.hollingsworth@rjburnside.com

This is to confirm that we would like to receive a bound copy of the above noted Terms of Reference.

Agency: _____

Contact Name: _____

Address: _____

Address (2nd line): _____

City: _____ ,ON Postal Code: _____

Phone: ( ) - Fax: ( ) -

Email: _____

Courier Instructions: _____

_____
Name

_____ _____
Signature Date

Landowner
Courier Returned → Post office → Mailed
Nov. 28/13

View Shipment Details

Shipment Date
2013-11-15
To
Riordan Arthur D. Estate
Cheryl Riordan
129 ARBOUR GLEN CRES
LONDON, Ontario
Canada, N5Y2A4

Created
2013-11-15 03:02 PM
From
R. J. Burnside
Jamie Hollingsworth, P.Eng.
1465 PICKERING Parkway
Suite # 200
PICKERING, Ontario
Canada, L1V7G7
1-(905)420-5777 x800

PIN	330019138040
Ship Type	Regular
Package Type	Express Envelope
Number of pieces	1
Premium Service	Purolator Express Envelope
Hold For Pickup (receiver will pick up shipment)	No
Declared Value	$0.00
Bill To	Sender
Dangerous Goods	No
Chain Of Signature	No
OSNR-Signature Not Required	Yes
Residential Delivery Signature Required	No

Adjusted Weight	1.00 lb
Transit Time (days)	1
Cost	$0.00
Tax	$0.00
Total	$0.00

Weight restrictions/limits/limitations and service availability are subject to Purolator's Terms and Conditions.

Landowner
Courier Returned & Postal Service mailed/
Nov. 28/13

Purolator

Tracking Details

Shipment Status

Shipment Created | Picked Up | Attention | Delivered

Package Status
Package Tracking Number: 330019138040 View more details

Attention
Estimated Time of Delivery
Not Available
Attempted delivery - Incomplete / incorrect address provided. Contact us (/purolator/resources-and-support/help/contact-us.page?) to correct address.

Service	Purolator Express Envelope
Est. Shipment Weight	1 lb.
Shipment Date	Nov 15, 2013
Original Delivery	Nov 18, 2013
From	Pickering, ON, CA
To	London, ON, CA

History

Date	Local Time	Location	Description
Nov 25, 2013	8:01 a.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 25, 2013	6:34 a.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 22, 2013	6:26 a.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 21, 2013	6:14 a.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 20, 2013	6:15 a.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 19, 2013	1:42 p.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 19, 2013	1:42 p.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 19, 2013	6:21 a.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 18, 2013	5:24 p.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
Nov 18, 2013	5:15 p.m.	London, ON	Arrived at sort facility
Nov 18, 2013	5:14 p.m.	London, ON	Picked up by Purolator
Nov 18, 2013	1:36 p.m.	London, ON	Attempted delivery - incomplete / incorrect address provided
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Nov 15, 2013	4:06 p.m.	Pickering, ON	Picked up by Purolator at PICKERING ON
Nov 15, 2013	3:07 p.m.	Purolator	Shipping label created

Shipment Summary

Tracking #	Deliver By	Status
330019138040	Not Available	Attention

Packages 1 to 1 of 1

E-mail Notifications
Get notified by e-mail as soon as your shipment is delivered.
From
Name
E-mail
To
Name +
E-mail
Notify of ☑ Delivery
Terms of Use Send

R.J. Burnside & Associates Limited 332 Lorne Avenue East Stratford ON N5A 6S4 Canada
telephone (519) 271-5111 **fax** (519) 271-3790 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

Memorandum

Date: November 18, 2013 **File No.:** 300032339

Project: St. Marys Landfill Long-Term Capacity

To: Various

From: R.J. Burnside

Comments

The following letters were hand delivered to residents in the St. Marys area. In some cases they were submitted to the post office for placement in PO boxes.

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
[THE DIFFERENCE IS OUR PEOPLE]

November 15, 2013

Via: Hand Delivered

1/2 CENTURY HOLDINGS INC
PO BOX 789 STN MAIN
ST MARYS ON N4X 1B5

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000514900

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- Municipal Operations Centre: 408 James St. S., St. Marys, ON N4X 1B6

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The Corporation of the Town of St. Marys
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Phone: 519-284-2340 Ext. 209
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Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Hand Delivered

BAFFES ANGELA HELEN
SMIT JOHANNES ADRIANUS
1642 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510915

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

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c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

BATTEN KELLY
WEESSIES CHRISTINE
4468 LINE 3
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510800

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

BLACKLOCK RICHARD JAMES
BLACKLOCK CANDICE LOUISE
1730 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510610

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

BRADLEY GLENN WILBUR
BRADLEY MARGARET JEAN
4642 LINE 3
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511300. 312014000511410

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David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

CARLBERG DAVID ROY
RICHARDSON MARLENE FERN
PO BOX 624 STN MAIN
ST MARYS ON N4X 1B4

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510605

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David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

CARR LYNN MARIE
CARR WILLIAM JOHN
1628 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510900

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

CHRISTIE BRIAN KEITH
CASSAR EVELYN ROSE
25 FRONT ST
GENERAL DELIVERY
ST MARYS ON N4X 1B9

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600007021700

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November 15, 2013

Via: Hand Delivered

CLOSE JEREMIAH JACKSON
KIPFER CASSIE LEE
4469 LINE 3
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511000

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R.J. Burnside & Associates Limited

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Hand Delivered

FOSTER GLORIA YVONNE
FOSTER CLARENCE ALLEN
1668 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510940

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

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Yours truly,

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

GRATTON RICHARD DAVID HUGH
GRATTON KIMBERLEY ANNE
4461 LINE 3
R R 3
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511002

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Email: dblake@town.stmarys.on.ca

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James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

GROVER MICHAEL ALBERT VINCEN
GROVER PHYLLIS ELAINE
4457 LINE 3
R R 3
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511004

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

HEARD WILLIAM DOUGLAS
HEARD AUDREY EILEEN
PO BOX 1592 STN MAIN
ST MARYS ON N4X 1B9

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510500

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St. Marys, ON N4X 1B6
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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

HUESTON KNOWLSON BROCK
HUESTON BONNIE BELLE
4546 LINE 3
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511400

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c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

KING WILLIAM FRANKLIN
KING JULIE ANN
1740 PERTH RD 123
P O BOX 1285
ST MARYS ON N4X 1B8

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510420

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

LANDOWNER
4469 LINE 3
R R 3
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511074

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November 15, 2013

Via: Hand Delivered

MAPLE LEAF FOODS INC
T/A SHURGAIN
ATTN TOM WARREN
600 JAMES ST S RR 4
ST MARYS ON N4X 1C7

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600006022805

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November 15, 2013

Via: Hand Delivered

MCCURDY DANIEL WAYNE
MCCURDY KRISTENE ANNE
1764 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510300

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Hand Delivered

MUIR TRACEY LYNN
GRENDA CHRISTOPHER JOHN
1602 PERTH RD 123
BOX 406
ST MARYS ON N4X 1B2

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000515800

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

MUMBERSON MARY LYNN
MILLER DANIEL CHARLES
1748 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510410

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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

PARTRIDGE RANDY CLAYTON
PARTRIDGE WENDY LOUISE
1646 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510920

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c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

PASSMORE ROBERT MITCHELL
PASSMORE CAROL ANN
4495 LINE 3
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511200, 312014000511225

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David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

PENNER ROLAND LLOYD
PENNER DORIS INGA
1652 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510925

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

POWELL ERNEST WILLIAM
POWELL AMY
1720 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510620

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David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

PRIMEAU NEIL JOSEPH
PRIMEAU ELAINE RACHEL
PO BOX 2437
ST MARYS ON N4X 1A3

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510935

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

REID JOHN HUGH
REID ROSEMARY KATHERINE
PO BOX 512 STN MAIN
ST MARYS ON N4X 1B3

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600007021600

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Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Hand Delivered

RIORDAN ARTHUR D ESTATE
C/O CHERYL RIORDAN
129 ARBOUR GLEN CRES
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600007021200

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James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Hand Delivered

RIORDAN ZORA
1774 PERTH RD 123
R R 3
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510105, 312014000510200

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Hand Delivered

RODWELL DOUGLAS BRUCE
RODWELL CATHERINE ANNE
1726 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510615

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Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

SOUTTER GORDON HENDERSON
57 30 ANN ST
ST MARYS ON N4X 1C8

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511070

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David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

ST MARYS CEMENT COMPANY
A DIVISION OF ST MARYS
PO BOX 1000 STN MAIN
ST MARYS ON N4X 1B6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600007021400, 311600007021500, 311600007021000, 311600008002600

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Technical Leader, Solid Waste

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David Blake, Environmental Coordinator Town, Town of St. Marys

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November 15, 2013

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ST MARYS CEMENT COMPANY
A DIVISION OF ST MARYS
410 WAVERLY RD
R.R. #2
ST MARYS ON N4X 1B6

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Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600007020900

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David Blake, Environmental Coordinator Town, Town of St. Marys

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BURNSIDE
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November 15, 2013

Via: Hand Delivered

VAN NES JACOBUS JOHANNES
VAN NES TERESA MARIE
3516 RD 119
RR 2 STN MAIN
STRATFORD ON N5A 6S3

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000516000

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David Blake, Environmental Coordinator Town, Town of St. Marys

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November 15, 2013

Via: Hand Delivered

VERHULST JACOBUS MARINES
VERHULST TRYNTJE MARIA
1670 PERTH RD 123
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510945

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Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
Pickering ON L1S 6H3
Phone: 905-420-5777 Ext. 803
Fax: 905-420-5247
Email: St.Marys.Waste.EA@RJBurnside.com

Comments received by December 17, 2013 will be incorporated into an amended draft TOR. This will include a table summarizing all comments received and a response to each comment raised, including how the TOR was modified to address the comment. The amended draft TOR will then be submitted to The Ministry of the Environment for review. Once approved by the Minister, the ToR will serve as a guide to the Town, the public, government agencies and Aboriginal communities for the preparation and review of the EA. Any comments received after December 17, 2013 will be forwarded to the Ministry and will become part of the EA record. Consultation programs will continue throughout the EA process.

Under the Freedom of Information and Protection of Privacy Act and the Environmental Assessment Act, unless otherwise stated in the submission, any personal information such as name, address, telephone number and property location included in a submission will become part of the public record files for this matter and will be released, if requested, to any person.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability.docx
15/11/2013 11:29 AM

R.J. Burnside & Associates Limited 1465 Pickering Parkway Suite 200 Pickering ON L1V 7G7 Canada
telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Hand Delivered

WESTON BRIAN KEITH
1654 RD 123
R R 3
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000510930

The Town of St. Marys (Town) is continuing efforts to prepare a Terms of Reference (ToR) for an individual Environmental Assessment (EA) for the identification and selection of a preferred Solid Waste Disposal option for the Town. Under the EA Act, the first step in the EA process is the preparation of proposed ToR. Draft ToR was previously issued for public comment in November 2012. Since then, the Town has been working to address comments through further consultation and by making modifications to the ToR. The revised ToR has enhanced the proposed EA work program to:

- review additional or alternative waste diversion efforts, minimizing the need for disposal capacity,
- consider either expanding the existing Town landfill site or directing waste to alternative disposal facilities, and
- describe the evaluation criteria, indicators and data sources that will be used during the EA process.

The full ToR is now available for download on the Town's web site, http://townofstmarys.com/. You can find it by clicking on the scrolling banner or going to the *Town Services, Garbage and Recycling* page. Paper copies of the full ToR are available for review at the following locations:

- Town Hall: 175 Queen Street East, St. Marys, ON N4X 1B6
- Municipal Operations Centre: 408 James St. S., St. Marys, ON N4X 1B6

Please submit any comments you may have on the revised ToR, by mail, fax, email or telephone to:

Dave Blake, C.E.T.
The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
Fax: Fax: 519-284-0902
Email: dblake@town.stmarys.on.ca

James Hollingsworth
R.J. Burnside & Associates Limited
1465 Pickering Parkway, Suite 200
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R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

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15/11/2013 11:29 AM

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telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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November 15, 2013

Via: Hand Delivered

WIEGGERS ANNA MARIA C
RR 3 STN MAIN
ST MARYS ON N4X 1C6

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 311600007021900

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The Corporation of the Town of St. Marys
408 James Street South, P.O. Box 998
St. Marys, ON N4X 1B6
Phone: 519-284-2340 Ext. 209
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Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste

c: Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment
David Blake, Environmental Coordinator Town, Town of St. Marys

032339 TOR Availability.docx
15/11/2013 11:29 AM

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telephone (905) 420-5777 **fax** (905) 420-5247 **web** www.rjburnside.com

BURNSIDE
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December 10, 2013

Via: Fax (519-284-9951)

Carol Passmore
Bob Passmore
The Passmore Family Farm
4495 Line 3
RR 3 STN MAIN
ST Marys ON N4X 1C6

Dear Carol Passmore and Bob Passmore:

Re: Town of St. Marys Future Solid Waste Disposal Needs
Proposed Terms of Reference for an Environmental Assessment
File No.: 300032339.0000

Parcel(s): 312014000511200, 312014000511225

R.J. Burnside & Associates Limited (Burnside) received your fax dated, December 5, 2013. We have also been provided with a copy of a nearly identical fax, also dated December 5, that was directed to the Town of St. Marys (Town). This letter is intended to speak to both faxes.

Regarding current landfill operations, Burnside has been assured by the Town that all efforts are being made to properly and effectively cover waste at the end of each operating day. This cover placement is a requirement of the site's Environmental Compliance Approval (formerly known as a Certificate of Approval), number A150203.

In the proposed draft Terms of Reference (TOR), the Town has committed to consider all elements of the environment as broadly defined by the Environmental Assessment Act, including odour (see Section 5.4.4). In the TOR (Section 5.0 generally) we describe how the Town (and by extension, Burnside) will consider all possible impacts, including odour, and use that information to compare and select the best way for the Town to manage solid waste. If the Town proceeds with expansion of the existing landfill a number of design options (methods) will also be assessed in order to identify a design and operational plan that will reduce any negative impacts as much as possible. Through this Environmental Assessment process it is the Town's goal to eliminate, or at least minimize, environmental impacts wherever possible.

We believe the Town's goals are in keeping with the intent of your faxes. Burnside will incorporate your faxes and this response into the Record of Consultation (Appendix E of the TOR). We are also copying this correspondence to the Ministry of the Environment for their records.

As an aside for future reference, please note that you need only contact either the Town or Burnside and the other will be provided with your correspondence through our joint project team. You may certainly continue to contact both the Town and Burnside as you desire.

Should you have any questions or further concerns, please feel free to contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited

James R. Hollingsworth, P.Eng.
Technical Leader, Solid Waste
JRH:cv

c: Dave Blake, Environmental Coordinator, Town of St. Marys (via email) (with Passmore faxes)
Wesley Wright, Project Officer, Environmental Approvals Branch, Ministry of the Environment (via email) (with Passmore faxes)

131210 Passmore.docx
10/12/2013 11:14 AM

* * * Communication Result Report (Dec. 10. 2013 12:38PM) * * *

1) RJ Burnside Pickering
2)

Date/Time: Dec. 10. 2013 12:37PM

File No.	Mode	Destination	Pg(s)	Result	Page Not Sent
0213	Memory TX	15192849951	P. 3	OK	

Reason for error
E. 1) Hang up or line fail
E. 2) Busy
E. 3) No answer
E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size

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BURNSIDE
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Fax Transmission

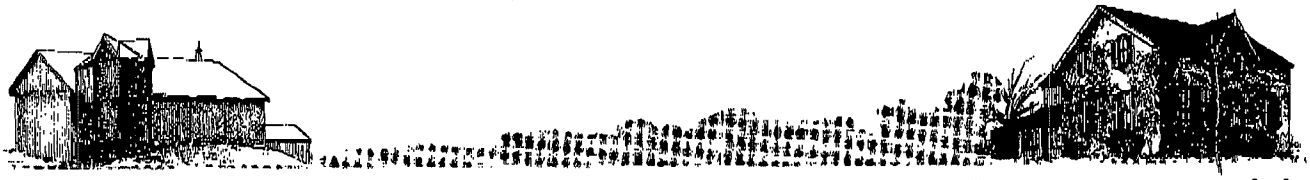
	Date:	December 10, 2013	File No.:	300032339.0000
	Re:	Town of St. Marys Future Solid Waste Disposal Needs Proposed Terms of Reference for an Environmental Assessment		
To	Attention:	Carol Passmore and Bob Passmore	Location:	RR 3 St. Marys ON N4X 1C6
	Company:	Passmore Family Farm	Fax No.:	519-284-9951
From	Name:	Jamie Hollingsworth, P.Eng.		
	Sent By:	Carol Vallie	Original to be Sent:	Fax
	Fax cc:			

Number of Pages, including Cover: 3

Comments

Please find attach, our response letter to your fax.

131210_FAX Passmore.docx
12/10/2013 12:28 PM



THE PASSMORE FAMILY FARM

Dec. 5, 2013

Dear Mr. Blake

This letter contains our comments in answer to a request for input regarding a ToR for an EA for the identification and selection of a preferred Solid Waste Disposal for the Town of St. Marys. (File No: 300032339.0000)

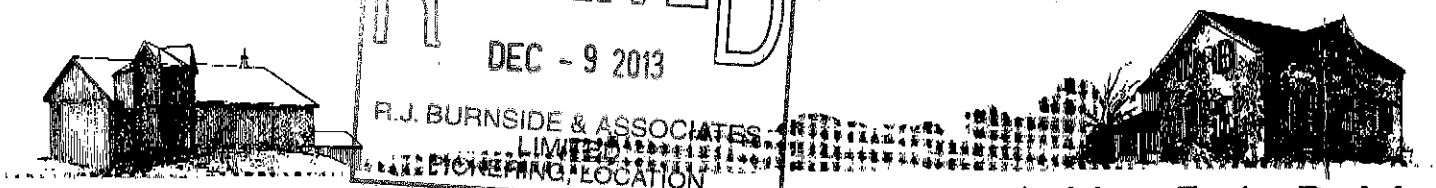
When the Town of St. Marys' current solid waste disposal site was proposed, neighbours of the site were assured that waste would be covered daily to mitigate possible odours, gulls, etc.. Unfortunately, this practice has been discontinued and we now, especially with an east wind, find ourselves experiencing unpleasant odours. This is not only bothersome to our family and friends, but is a negative to our beef and pork farm gate customers as well.

In the event of the expansion of the Town site, we would hope that daily covering would resume to protect the air quality in our area.

Sincerely,

Carol Passmore

Bob Passmore



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