

**Class EA Addendum Report  
Municipality of Brighton Wastewater Treatment System Class EA  
Addendum**

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**Appendix C**

Public and Stakeholder  
Consultation

# Notice of Commencement for EA Addendum



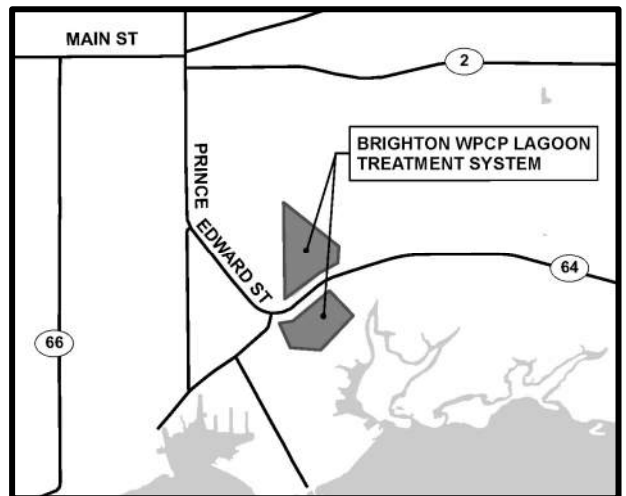
## Municipality of Brighton Brighton Wastewater Treatment System Schedule B Class EA Addendum

*The Municipality of Brighton has initiated an Addendum to the 2018 Class Environmental Assessment (Class EA) for the most suitable solution for wastewater treatment in Brighton to meet future servicing needs.*

### How Will This Affect Me?

The Class EA Addendum will capture the changes that have occurred since the completion of the previous Class EA for the Brighton Wastewater Treatment System, including updated growth projections, design basis and treatment options.

Public and agency consultation is a key element of the process. Based on your input, alternative strategies will be evaluated to identify optimal community, environmental and economic opportunities. Please note that only changes identified in this Addendum are open for review.



### How Do I Get More Information?

A Public Information Centre (PIC) will be conducted in Summer 2022 prior to finalizing the proposed changes to the preferred solution. In the meantime, the study team is reviewing background data and determining alternative solutions. You are also invited to contact a member of the study team at any time with questions or to provide input into the study.

Updates will be provided throughout the study on the Municipality website, and if you have any questions regarding the study, please visit our website at [www.brighton.ca](http://www.brighton.ca) or contact one of the people listed below.



Susan Shi, P.Eng.  
Senior Environmental Engineer  
J.L. Richards & Associates Limited  
203 – 863 Princess Street  
Kingston, ON K7L 5N4  
[sshi@jlrichards.ca](mailto:sshi@jlrichards.ca)  
Phone: 343-302-5406

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Chief Administrative Officer  
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35 Alice Street, PO Box 189  
Brighton, ON K0K 1H0  
[bcasselman@brighton.ca](mailto:bcasselman@brighton.ca)  
Phone: 613-475-0670

This study is being conducted according to the requirements of a Schedule B project under the Municipal Class Environmental Assessment process (October 2000, as amended in 2015).

This Notice First Issued June 17, 2022

# Notice of Public Information Centre



## Municipality of Brighton Brighton Wastewater Treatment System Schedule B Class EA Addendum

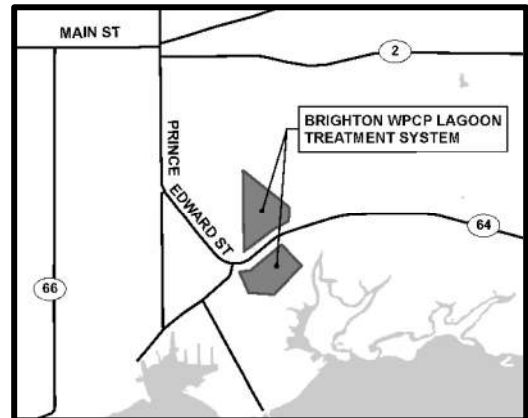
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### How Will This Affect Me?

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### We Want To Hear From You!

Public consultation is a key component to this Study. The proposed consultation plan provides for a single Public Information Centre to review the future wastewater treatment alternative that are being considered as part of this project. This Public Information Centre will identify existing system constraints and potential alternative solutions.



The Public Information Centre is scheduled as follows:

**Date:** Thursday, November 3<sup>rd</sup>, 2022  
**Time:** Open House from 5:00 p.m – 7:00 p.m.  
**Location:** King Edward Park Arena and Community Centre,  
Owen Gibb Hall (North Side Hall)  
**Address:** 75 Elizabeth Street (Highway #2), Brighton, ON, K0K 1H0

All those interested in the project are urged to attend. Project information will also be available to the public on the Municipality's website, <http://www.brighton.ca/>. If you have any questions regarding the study please contact one of the people listed below. We welcome your feedback.



**TO FIND OUT  
MORE VISIT  
[www.brighton.ca](http://www.brighton.ca)**

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This Notice issued October 17, 2022

Brighton Wastewater Treatment System  
Schedule B Class EA Addendum  
Public Information Centre

November 3, 2022

Sign-in Sheet

Please Print Clearly

Name	Address	Postal Code	Email	Telephone
ANNE BUTWELL	[REDACTED] BRIGHTON, ON	[REDACTED]	[REDACTED]	[REDACTED]
Jeff Wheelton	[REDACTED] Brighton ON	[REDACTED]	[REDACTED]	[REDACTED]
Bobbi Wright	[REDACTED] Brighton ON	[REDACTED]	[REDACTED]	[REDACTED]
Karen Lorente	[REDACTED] Belleville, ON	[REDACTED]	[REDACTED]	[REDACTED]
Aimée Hennessy	[REDACTED] Belleville, ON	[REDACTED]	[REDACTED]	[REDACTED]
Michael Martell	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Ron Dawson	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]



# Brighton Lagoon Schedule 'B' Class Environmental Assessment (EA) Addendum

## Public Information Centre

Date: November 3, 2022

**Welcome! Please Sign In.**

# Summary of Previous Studies and Activities

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- The intent of this Class Environmental Assessment (EA) Addendum is to capture the changes that have occurred since the completion of the previous Schedule 'B' EA in 2017.
  
- A summary is being provided on the previous studies and activities at the Brighton Lagoon:
  - **2017** – Schedule B Class EA.
  - **2021** – GSS Study and Revised Conceptual Design for the improved aeration and new secondary clarifier
  - **2022** – RVA Technical Review of GSS proposed upgrades; adopted by Council
  - **2022** – Sludge Removal From Stabilization Lagoon – Completed September 3, 2022

# Overview of the Schedule 'B' Class EA Addendum Process



- ✓ **Tech Memo 1 – Growth Updates, Tech Memo 2 – Headworks, Tech Memo 3 – Sludge Treatment and Biosolids Management** already developed

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- ✓ Incorporate recommendations from previous studies on the improved aeration and new secondary clarifier

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- ✓ **Alternative Solutions / Concepts** developed and reviewed against an evaluation matrix.

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- ✓ Preliminary assessment of **Costing** for each alternative solution.

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- ✓ **Public Consultation** with general public, stakeholder agencies and Municipal staff.

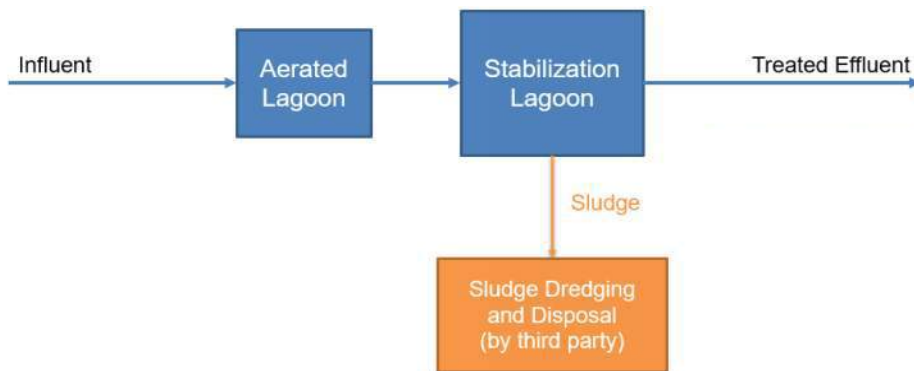
# Existing Brighton Lagoon Treatment System

➤ The existing wastewater treatment system consisting of:

- A pre-aeration lagoon cell (0.68 ha)
- A single facultative stabilization lagoon cell (5.44 ha)
- A chemical storage/feed system

➤ The Existing Brighton Lagoon Treatment System is:

- A continuously operated system that discharges year-round
- Currently rated for 4,600 m<sup>3</sup>/d average day flow



Existing Process Flow Diagram



Brighton Lagoon Treatment System Site Plan (from 2017 Class EA)

## Problem/Opportunity Statement (from 2017 Schedule B Class EA)

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The 2017 Class EA Problem/Opportunity Statement will be carried forward to the EA Addendum with the following key points:

- The Brighton communal sewage system generally consists of several kilometers of gravity collection sewers, a main pumping station, a smaller sub-area pumping station and a continuously discharged lagoon-based treatment system that includes an aeration cell, a waste stabilization pond, a constructed wetland and a continuous chemical feed system for phosphorus removal. The treatment system is currently licensed under an Environmental Compliance Approval which stipulates certain operational and performance requirements.
- At the time of the original Class EA study, the system serviced an estimated population of 6462, operating at approximately 60% to 70% of its ECA rated “hydraulic” capacity.
- Some population growth is projected to occur within the 20-year planning period that will generate additional flows and increase hydraulic loading to the treatment system.
- Based on an evaluation of the available operational historical treated effluent data, it has been determined that the treatment system has regular difficulties in achieving the effluent quality required by the Environmental Compliance Approval, particularly for ammonia and in some cases total phosphorus.
- A review of historical raw sewage quality, hydraulic input and the overall physical configuration of the Lagoon based treatment system, indicates that the relatively high strength raw sewage combined with physical limitations of the treatment system is the primary cause for the treated effluent exceedances.
- The system, as currently configured, is not capable of treating the organic loadings received from the collection system. Further the constructed wetland portion of the treatment system is not providing any significant treatment with respect to the parameters of concern.

## Technical Memo 1 (Updated Growth Projections)

<b>Existing Treatment Rated Capacity</b>	4,600 m <sup>3</sup> /day
<b>5-year Average Day Flow (ADF) (2017-2021)</b>	3,290 m <sup>3</sup> /day
<b>Residential Unit Projected Additional Flow (2021-2041)</b>	1,201 m <sup>3</sup> /day
<b>Industrial, Commercial, Institutional (ICI) Projected Additional Flow (2021-2041)</b>	6 m <sup>3</sup> /day
<b>Projected Future Average Day Flow (2041)</b>	4,497 m <sup>3</sup> /day (98% of rated capacity)

- 20-year forecast within current rated capacity of Brighton Lagoon
- Conclusions:
  - Class EA will remain as Schedule B; Project will carry forward as an Addendum to the EA
  - Design basis will remain at the existing rated capacity (4,600 m<sup>3</sup>/d)

# Wastewater Treatment Process and Upgrades

Wastewater treatment process typically involves the following steps:

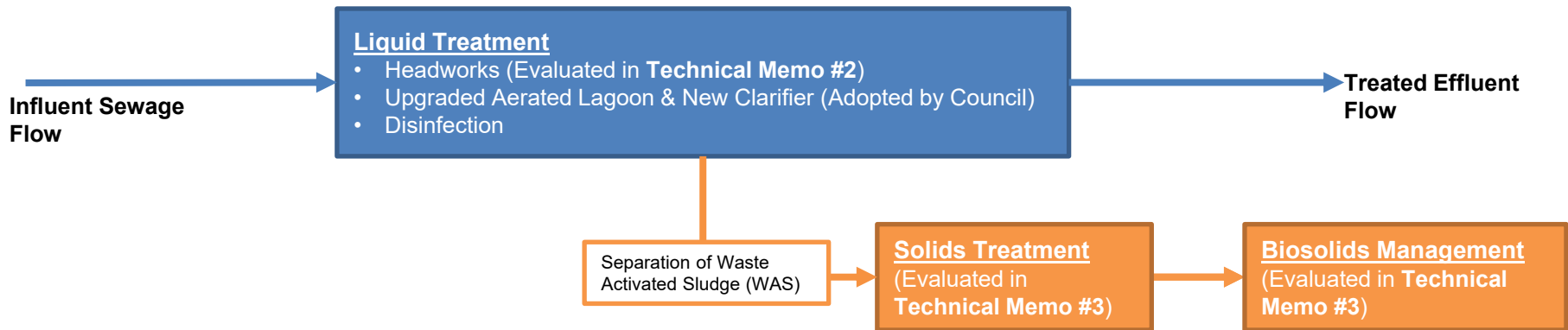
- **Headworks** or preliminary treatment to remove rags, plastics and grit.
- **Liquid Treatment** to remove suspended solids, biological oxygen demand, total ammonia nitrogen and phosphorus; and to disinfect treated effluent.
- **Solids treatment** to stabilize sludge generated from the liquid treatment process, reduce odour and pathogen
- **Biosolids management** to manage and dispose the stabilized sludge

## Liquid Treatment Upgrades

A revised liquid treatment concept has been approved by Council and is being carried forward into the overall design concept in this EA Addendum. The liquid treatment process involves upgrades to the aeration blowers/diffusers in the existing aerated lagoon, and installation of a new clarifier.

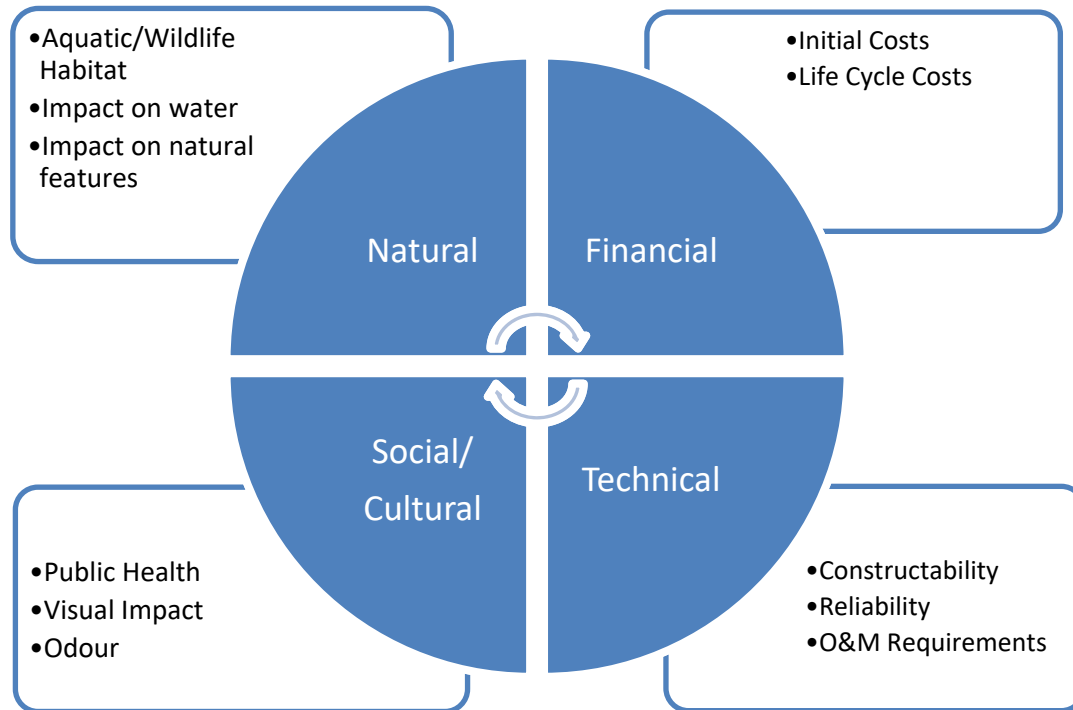
Due to these liquid treatment upgrades, additional upgrades were evaluated in this Addendum:

- Headworks facility to protect the mechanical components of the new aeration system and clarifier. (Technical Memo #2)
- The clarifier will separate the activated sludge from the treated liquid. Therefore, Solids Treatment and Biosolids Management is required. (Technical Memo #3)



# Evaluation of Alternative Solutions

- All solutions were evaluated against their impact to the natural, social/cultural environments, technical feasibility, and financial considerations.



## Headworks Evaluation (Technical Memo 2)

Headworks Location	1) No Headworks	2) Upstream of Aerated Lagoon <input checked="" type="checkbox"/>	3) Downstream of Aerated Lagoon	
Screening Technology	1) Multi-rake Mechanical Bar Screen <input checked="" type="checkbox"/>	2) Perforated Plate Step Screen <input checked="" type="checkbox"/>	3) Inclined Auger Screen <input checked="" type="checkbox"/>	4) Manual Bar Screen
Grit Removal Technology	1) Horizontal Flow Grit Channel <input checked="" type="checkbox"/>		2) Aerated Grit Removal	3) Vortex Grit Removal <input checked="" type="checkbox"/>

 = Passed preliminary screening

 = Preferred Option

**Preferred solution** is a new headworks upstream of aerated lagoon, consisting of an inclined auger screen and horizontal grit channel

## Sludge Treatment and Solids Management (Technical Memo 3 )

Waste Activated Sludge Thickening	1) No Thickening <input checked="" type="checkbox"/>		2) Thickening (Gravity Thickener, Gravity Belt Thickener, Rotary Drum Thickener, Dissolved Air Flotation) <input checked="" type="checkbox"/>		
	1) No Treatment	2) Lagoon Stabilization <input checked="" type="checkbox"/>	3) Aerobic Digestion <input checked="" type="checkbox"/>	4) Anaerobic Digestion	5) Lime Stabilization
Sludge Stabilization	1) Haul Off-site (No on-site storage) <input checked="" type="checkbox"/>		2) Storage Lagoon <input checked="" type="checkbox"/>		3) Onsite Dewatering and/or Storage (Drying Beds, Geotube®, Centrifuge) <input checked="" type="checkbox"/>
Biosolids Management	1) Landfill Disposal	2) Treatment at Another WWTP	3) Land Application <input checked="" type="checkbox"/>	4) Soils Management	
Disposal					

 = Passed preliminary screening  = Preferred Option

**Preferred solution** is for converting the existing facultative lagoon into a WAS stabilization and storage pond. Biosolids will be cleaned out periodically for land application, either being hauled away immediately, or dewatered in a Geotube®.

## Proposed Upgrades (Conceptual Site Plan)

### Liquid Treatment Upgrades:

- New headworks building and influent pumping
- Aeration lagoon upgrades (new aeration blowers and diffusers) – previous recommendation from GSS and RVA being carried forward
- New secondary clarifier
- New effluent disinfection system

### Sludge Treatment and Solids Management:

- Convert facultative lagoon into a waste activated sludge stabilization and storage pond, with supplemental aeration for improved digestion, odour management and freezing protection.
- Provide supernating ability to drain down clear liquid in the WAS stabilization/storage pond back into headworks

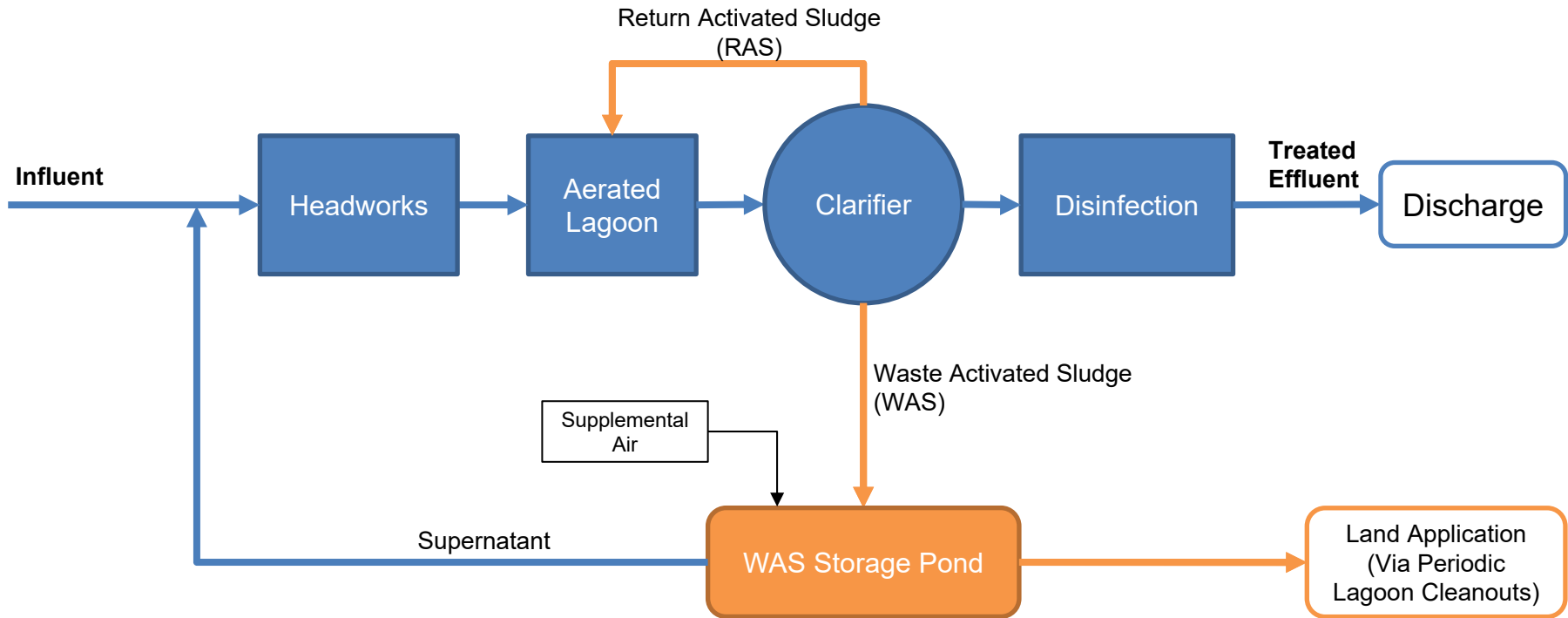
### Site-Wide Upgrades

- Civil (grading, access etc.)
- Electrical, Instrumentation and Control Integration
- Arena Creek Relocation

Opinion of Probable Costs: \$ 23,100,000



# Proposed Upgrades



# Environmental Considerations and Mitigation Measures

## Source Water Protection

- Site is outside of the source water protection area.

## Natural Environment Protection

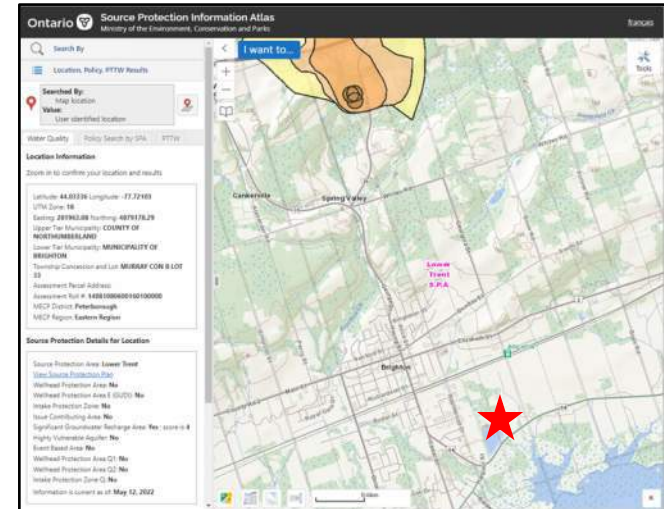
- Construction windows:
  - Vegetation clearing: August 16 to April 14 (outside of migratory bird breeding season)
  - In-water works / creek relocation: July 16 to March 31 (outside of fish spawning window)
- Silt fencing around construction area

## Surface Water Protection

- Installation of erosion and sediment control measures (silt fencing, check dams, etc.) to protect waterbodies from surface run-off during construction.

## Cultural Environment

- Archaeological potential = Low
- Cultural heritage potential = Low



Source Water Protection Area in Brighton (site is red star)

## Next Steps

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CURRENT  
TASKS



FUTURE  
TASKS

- Obtain and evaluate public, stakeholders and agency comments and confirm the preferred solution
- Issue 30-day Notice of Filing of an Addendum and advise public and stakeholders
  - **\*\*\*Only the Addendum (changes to the project) will be open for review\*\*\***
- Following the 30-day public review period, finalize Class EA Addendum documents
- Proceed to project implementation (preliminary and detailed design)
- Estimated timelines to implement the recommended solution:
  - Design Phase: 12 to 18 months
  - Approvals: 6 to 12 months
  - Construction Phase: 18 to 24 months

# Project Contacts and More Information

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- **Municipality of Brighton**  
Bob Casselman, Chief Administrative Officer  
Municipality of Brighton  
35 Alice Street, PO Box 189  
Brighton, ON K0K 1H0  
[bcasselman@brighton.ca](mailto:bcasselman@brighton.ca)  
Phone: 613-475-0670
- **Consultant - J.L. Richards & Associates Limited**  
Susan Shi, P.Eng., M.Eng., Senior  
Environmental Engineer  
J.L. Richards & Associates Limited  
203 – 863 Princess Street  
Kingston, ON K7L 5N4  
[sshi@jlrichards.ca](mailto:sshi@jlrichards.ca)  
Phone: 343-302-5406

Ongoing information  
about this project can  
be found at  
[www.brighton.ca](http://www.brighton.ca)



**Municipality of Brighton  
Brighton Wastewater Treatment System  
Municipal Class Assessment Addendum**

**Agency and Stakeholder Contact List**



**J.L. Richards  
& Associates Limited**  
203-863 Princess Street  
Kingston, ON Canada  
K7L 5N4  
Tel: 613 544 1424  
Fax: 613 728 6012

Jurisdiction	Agency	Address 1	Address 2	Salutation	Contact Info	Notes
Federal	Environment and Climate Change Canada	4905 Dufferin St.	Downsview ON M3H 5T4	Mr. Plant	Wes Plant, Manager Environmental Assessment Section Environmental Protection Branch – Ontario Region  T: 416-739-4272 wesley.plant@ec.gc.ca	Prefers electronic version
Federal	Fisheries and Oceans Canada Fish and Fish Habitat Protection Program	867 Lakeshore Rd	Burlington ON L7S 1A1	To Whom It May Concern	Telephone: 1-855-852-8320 Email: FisheriesProtection@dfo-mpo.gc.ca	
Federal	Health Canada	180 Queen St. W	Toronto ON M5V 3L7	To Whom It May Concern	Impact Assessment Program – Ontario Region Regulatory Operations & Regions Branch Health Canada  hc.ia-on-ie-on.sc@canada.ca	1 electronic copy via email
Provincial	Ministry of Northern Development, Mines, Natural Resources and Forestry	1st Floor South Tower, 300 Water Street PO Box 7000	Peterborough ON K9J 8M5	To Whom It May Concern	Attn: Catherine Warren, District Planner Peterborough District  T: 705-772-9012 F: 705-755-3125 catherine.warren@ontario.ca	Prefers electronic version
Provincial	Ministry of Agriculture, Food & Rural Affairs	Elora Resource Centre 6484 Wellington Rd 7 – Unit 10	Elora ON N0B 1S0	To Whom It May Concern	Email <a href="mailto:omafra.eanotices@ontario.ca">omafra.eanotices@ontario.ca</a> as initial step prior to circulating documents.	Prefers electronic version  Regional Contact following initial contact: Jocelyn Beatty, Rural Planner Central-Eastern Ontario and Northwestern Ontario Land Use Policy & Stewardship Food Safety and Environmental Policy Branch  T: 519-546-7612 F: 519-846-8178 jocelyn.beatty@ontario.ca
Provincial	Ministry of Heritage, Sport, Tourism and Culture Industries	400 University Ave. 5th Floor	Toronto ON M7A 2R9	Ms. Barboza	Karla Barboza, Team Lead(A), Heritage Heritage Planning Unit Programs and Services Branch  T: 416-660-1027 karla.barboza@ontario.ca	Electronic/ email copy only



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& Associates Limited**  
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Kingston, ON Canada  
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Tel: 613 544 1424  
Fax: 613 728 6012

Jurisdiction	Agency	Address 1	Address 2	Salutation	Contact Info	Notes
Provincial	Ministry of Municipal Affairs & Housing	8 Estate Lane, Rockwood House	Kingston ON K7M 9A8	Mr. Elms	Michael Elms, Manager Community Planning and Development Eastern Municipal Services Office  T: 613-545-2132 F: 613-548-6822 michael.elms@ontario.ca	Prefers electronic version
Provincial	Infrastructure Ontario	1 Dundas St. West, Suite 2000	Toronto ON M5G 1Z3	To Whom It May Concern	<a href="mailto:noticereview@infrastructureontario.ca">noticereview@infrastructureontario.ca</a>	
Regional	Haliburton, Kawartha, Pine Ridge District Health Unit	200 Rose Glen Rd	Port Hope ON L1A 3V6	Dr. Ian Gemmill	<a href="mailto:info@hkpr.on.ca">info@hkpr.on.ca</a>	
Utilities	Hydro One Networks Inc			To Whom It May Concern	<a href="mailto:SecondaryLandUse@HydroOne.com">SecondaryLandUse@HydroOne.com</a>	Projects that could potentially directly impact HONI facilities (including transmission/distribution lines/stations).  Proponents must clearly identify the proposal's location and outline the type of impact anticipated relative to HONI facilities.
Utilities	Enbridge Consumers Gas	500 Consumers Road	North York ON M2J 1P8	To Whom It May Concern		Mail
Utilities	Bell Canada	Floor 5, Blue, 100 Borough Drive	Toronto ON M1P 4W2	To Whom It May Concern		Mail
Regional	Lower Trent Conservation Authority	714 Murray Street, R.R. 1	Trenton, Ontario, K8V 5P4	Ms. Noyes	Janet Noyes Manager, Development Services & Water Resources Phone: 613-394-4829 ext. 211 Email: <a href="mailto:janet.noyes@ltc.on.ca">janet.noyes@ltc.on.ca</a>	
Provincial	Ministry of the Environment, Conservation and Parks (MECP) – Eastern Region - Kingston MECP Office (Environmental Assessment Coordination)	1259 Gardiners Rd. PO Box 22032	Kingston, ON K7M 8S5	Mr. Orpana	Jon Orpana, Regional Environmental Planner Tel: 613-548-6918 <a href="mailto:jon.orpana@ontario.ca">jon.orpana@ontario.ca</a>	Notify of Expedited EA Process  Request the following information from MECP: - First Nations Contact List - Other MECP departments to be notified
Provincial	Ministry of Environment, Conservation and Parks EA Notices to Eregion				EA Notices to ERegion (MECP) < <a href="mailto:eanotification.eregion@ontario.ca">eanotification.eregion@ontario.ca</a> >	Email with the excel checklist.
Regional	Northumberland County Land Use Planning Services Land Use Planning Department 600 William Street Cobourg, ON K9A 3A5	600 William Street	Cobourg, ON K9A 3A5	Mr. Campbell	Dwayne Campbell Manager, Land Use Planning Email: <a href="mailto:campbelld@northumberland.ca">campbelld@northumberland.ca</a>	



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Tel: 613 544 1424  
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Jurisdiction	Agency	Address 1	Address 2	Salutation	Contact Info	Notes
Local	Local residents				Separate List	List was generated in 2016 when local residents responded to the original EA Notice of Commencement, requesting to be added to the EA project mailing list.
First Nations	Alderville First Nation	11696 Second Line P.O. Box 46	Alderville ON K0K 2X0		Dave Mowat Chief (905) 352-3000 dmowat@alderville.ca  Dave Simpson, Consultation Coordinator consultation@alderville.ca	
First Nations	Curve Lake First Nation	Government Services Building 22 Winookeedaa Road	Curve Lake, Ontario K0L1R0		Keith Knott Chief (705) 657-8045 keithK@curvelake.ca  Kaitlin Hill, Consultation Coordinator kaitlinH@curvelake.ca	Contact by general message on website: <a href="https://curvelakefirstnation.ca/contact/">https://curvelakefirstnation.ca/contact/</a>
First Nations	Hiawatha First Nation	123 Paudash Street R.R. #2	Keene ON K0L2G0		Laurie Carr Chief (705) 295-4421 chiefcarr@hiawathafn.ca  Tom Cowie, Consultation Coordinator tcowie@hiawathrafn.ca	
First Nations	Mississaugas of Scugog Island,	Mississaugas of Scugog Island First Nation Administration Building 22521 Island Road	Port Perry, ON L9L 1B6		Kelly LaRocca Chief (905) 985-3337 klarocca@scugogfirstnation.com  Michael Thoms, Consultation Coordinator mthoms@scugogfirstnation.com	
First Nations	Mohawks of the Bay of Quinte	24 Meadow Drive,	Deseronto, ON K0K 1X0		R. DONALD MARACLE Chief The Mohawks of the Bay of Quinte rdonm@mbq-tmt.org Phone: 613-396-3424 x 106  Amy Smart, Consultation Coordinator lands@mbq-tmt.org	



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K7L 5N4  
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Fax: 613 728 6012

Jurisdiction	Agency	Address 1	Address 2	Salutation	Contact Info	Notes
First Nations	Kawartha Nishnawbe	257 Big Cedar Lake Road	Big Cedar ON K0L2H0		Kris Nahrgang Chief (705) 654-4661 Rknahrgang@gmail.com  Kawartha Nishawbe Council kawarthanishnawbecouncil@outlook.com	

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Tel: 613 544 1424  
Fax: 613 728 6012

**Local Resident Contact List**

Prepared On: Jun 02, 2022



Name	Email Address
Maureen Campeau	[REDACTED]
Doug McRae	[REDACTED]
Fred Helleiner	[REDACTED]
Glenda Jones	[REDACTED]
Thomas Jackman	[REDACTED]
Steve LaForest	[REDACTED]
Maureen Riggs	[REDACTED]
Kate Harries	[REDACTED]
David Collier-Brown	[REDACTED]
Cecile & Morris Yarrow	[REDACTED]
Sheila Wood	[REDACTED]
John F. Foster	[REDACTED]
Steve Wood	[REDACTED]
Roger Bird	[REDACTED]
John Cree	[REDACTED]
Cathie Stewart Findlay	[REDACTED]
David Bree	[REDACTED]
Mike Martell	[REDACTED]

**Note:** List was generated in 2016 when local residents responded to the original EA Notice of Commencement, requesting to be added to the EA project mailing list.

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

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

Environmental Assessment  
Branch

Direction des évaluations  
environnementales

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

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

**By email only**

June 28, 2022

Municipality of Brighton

Attention: Bob Casselman  
Chief Administrative Officer  
[bcasselman@brighton.ca](mailto:bcasselman@brighton.ca)

Dear Bob Casselman,

Re: Municipality of Brighton Wastewater Treatment Plant (WWTP) Notice of Class Environmental Assessment Addendum - Municipal Class Environmental Assessment Notice of Study Commencement – Schedule B

Thank you for the Notice of Study Commencement first issued on June 17<sup>th</sup>, 2021.

The notice indicates the municipality has initiated an Addendum to the 2018 Class Environmental Assessment (Class EA) for the most suitable solution for wastewater treatment in Brighton to meet future Servicing.

The Class EA Addendum will capture the changes that have occurred since the completion of the previous Class EA for the Brighton Wastewater Treatment System including updated growth projections, design basis and treatment options. Per the

addendum process only changes identified in the addendum are open for review and comment.

Here are MECP preliminary comments on the project.

Please consider these comments as you proceed through the Class EA Addendum process. Please keep in mind these comments are general in nature and are meant to address all considerations for Schedule B and C MEA projects. This is an addendum to a Schedule B project so keep in mind there will be some aspects that would be out of scope and in scope for such an addendum and ultimately the items you should consider in your evaluation of this project. The comments are grouped under these headings:

- Class EA process,
- Aboriginal consultation.
- MECP technical review issues,

### Class Environmental Assessment Process

We encourage you to meet with us to discuss the project as early in the process as possible and this occurred on March 3<sup>rd</sup> at a meeting for the project with myself, district and Technical Support staff. MECP understands that as a result of recent changes locally this scoped 2021/2022 addendum process is required to address sewage servicing pressures in the municipality of Brighton.

We normally recommend that intermediate / draft reports or Technical Memoranda, be prepared and circulated for comment before the final Report is prepared. This is not a requirement of the Municipal Class Environmental Assessment (Class EA) process; however, it can ensure that consultation with review agencies is carried out in an effective way and that technical comments are received from agencies before the report is finalized.

### *Notification*

As the Regional EA Coordinator for this project, I will be responsible for circulating project notices and information to MECP reviewers (Drinking Water – District staff & Technical Support Section staff) and coordinating the MECP response during the Class EA process. I am a mandatory contact for all Notices issued for the project. In addition, I request copies of other relevant information such as information updates, technical studies related to MECP's mandate, interim reports and technical memoranda, and two copies of the final report when it is available.

My preferred methods of correspondence are email for notices, one hard copy of technical reports and final reports, and one copy of the report on a thumb drive. It is helpful to provide scanned copies of the notices as they appear in newspapers, and confirm the dates of publication.

My contact information is:

Jon Orpana, Environmental Planner and Environmental Assessment Coordinator  
Ministry of the Environment, Conservation and Parks  
1259 Gardiners Road  
P.O. Box 22032  
Kingston, Ontario  
K7M 8S5

telephone: (613) 548 6918  
email: jon.orpana@ontario.ca

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

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

Based on information provided to date and the Crown's preliminary assessment the proponent is required to consult with indigenous communities. You have been notified of the indigenous communities in earlier correspondence from MECP.

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

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

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

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

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

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### *Consultation with Review Agencies*

In addition to public consultation, consultation with review agencies is an important component of the Class EA process. Please ensure that you contact review agencies directly to determine their interest in the project at the Notice of Commencement stage.

The MECP Regional office is a mandatory contact for all notices. In addition, other ministries and agencies that may have an interest in the project are listed in section A.3.6 and Appendices 3 and 7. The provincial ministries that are most often involved in Class EA project review include the Ministry of Municipal Affairs (for example, expansion of settlement boundaries, consistency with Growth Plan), Ministry of Natural Resources and Forestry (for example, significant wetlands), and Ministry of Tourism, Culture and Sport (for example, cultural heritage or archaeological resources).

The final report should include information on correspondence with review agencies, issues raised by reviewers, and how these issues will be addressed. This could include technical studies or other information, and commitments to obtain specific approvals or permits.

The Class EA project should consider any impacts to servicing policies for the area. For example, the Province does not support growth on partial services. In addition, expansion of settlement boundaries may have implications for the Official Plan. We

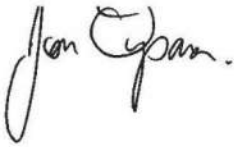
recommend that you include the Ministry of Municipal Affairs Municipal Services Office in Kingston on this project.

### MECP Technical Review

The **updated (February 2021)** attached “Areas of Interest” document provides guidance regarding the ministry’s interests with respect to the Class EA process. **Please address all areas of interest in the EA documentation at an appropriate level for the EA study.** Proponents who address all the applicable areas of interest can minimize potential delays to the project schedule. **Further information is provided at the end of the Areas of Interest document relating to recent changes to the Environmental Assessment Act through Bill 197, Covid-19 Economic Recovery Act 2020.**

Should you or any members of your project team have any questions regarding the material above, please contact me at (613) 548 6918.

Yours sincerely,



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

Phone: (613) 548-6918  
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Ec Susan Shi, P. Eng.  
Senior Environmental Engineer  
J.L. Richards & Associates Limited  
[sshi@jlrichards.ca](mailto:sshi@jlrichards.ca)

MECP, Viktoria Light, Drinking Water Inspector  
[Viktoria.light@ontario.ca](mailto:Viktoria.light@ontario.ca)

## AREAS OF INTEREST (v. February 2021)

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

### **Planning and Policy**

- Parts of the study area may also be subject to the [Oak Ridges Moraine Conservation Plan](#) (2017), [Niagara Escarpment Plan](#) (2017), [Greenbelt Plan](#) (2017) or [Lake Simcoe Protection Plan](#) (2014). Applicable plans and the applicable policies should be identified in the report, and the proponent should describe how the proposed project adheres to the relevant policies in these plans.
- The [Provincial Policy Statement \(2020\)](#) contains policies that protect Ontario's natural heritage and water resources. Applicable policies should be referenced in the report, and the proponent should describe how the proposed project is consistent with these policies.
- In addition to the provincial planning and policy level, the report should also discuss the planning context at the municipal and federal levels, as appropriate.

### **Source Water Protection**

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

Projects that are subject to the Environmental Assessment Act that fall under a Class EA, or one of the Regulations, have the potential to impact sources of drinking water if they occur in designated vulnerable areas or in the vicinity of other at-risk drinking water systems (i.e. systems that are not municipal residential systems). MEA Class EA projects may include activities that, if located in a vulnerable area, could be a threat to sources of drinking water (i.e. have the potential to adversely affect the quality or quantity of drinking water sources) and the activity could therefore be subject to policies in a source protection plan. Where an activity poses a risk to drinking water, policies in the local source protection plan may impact how or where that activity is undertaken. Policies may prohibit certain activities, or they may require

risk management measures for these activities. Municipal Official Plans, planning decisions, Class EA projects (where the project includes an activity that is a threat to drinking water) and prescribed instruments must conform with policies that address significant risks to drinking water and must have regard for policies that address moderate or low risks.

- In October 2015, the MEA Parent Class EA document was amended to include reference to the Clean Water Act (Section A.2.10.6) and indicates that proponents undertaking a Municipal Class EA project must identify early in their process whether a project is or could potentially be occurring with a vulnerable area. **Given this requirement, please include a section in the report on source water protection.**
  - The proponent should identify the source protection area and should clearly document how the proximity of the project to sources of drinking water (municipal or other) and any delineated vulnerable areas was considered and assessed. Specifically, the report should discuss whether or not the project is located in a vulnerable area and provide applicable details about the area.
  - If located in a vulnerable area, proponents should document whether any project activities are prescribed drinking water threats and thus pose a risk to drinking water (this should be consulted on with the appropriate Source Protection Authority). Where an activity poses a risk to drinking water, the proponent must document and discuss in the report how the project adheres to or has regard to applicable policies in the local source protection plan. This section should then be used to inform and be reflected in other sections of the report, such as the identification of net positive/negative effects of alternatives, mitigation measures, evaluation of alternatives etc.
- While most source protection plans focused on including policies for significant drinking water threats in the WHPAs and IPZs it should be noted that even though source protection plan policies may not apply in HVAs, these are areas where aquifers are sensitive and at risk to impacts and within these areas, activities may impact the quality of sources of drinking water for systems other than municipal residential systems.
- In order to determine if this project is occurring within a vulnerable area, proponents can use this mapping tool: <http://www.applications.ene.gov.on.ca/swp/en/index.php>. Note that various layers (including WHPAs, WHPA-Q1 and WHPA-Q2, IPZs, HVAs, SGRAs, EBAs, ICAs) can be turned on through the “Map Legend” bar on the left. The mapping tool will also provide a link to the appropriate source protection plan in order to identify what policies may be applicable in the vulnerable area.
- For further information on the maps or source protection plan policies which may relate to their project, proponents must contact the appropriate source protection authority. **Please**

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

#### More Information

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

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

#### **Climate Change**

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

#### • **The MECP expects proponents of Class EA projects to:**

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

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

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

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

□ **Air Quality, Dust and Noise**

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

- The report should consider the potential impacts of increased noise levels during the operation of the completed project. The proponent should explore all potential measures to mitigate significant noise impacts during the assessment of alternatives.

#### **Ecosystem Protection and Restoration**

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

We recommend consulting with the Ministry of Natural Resources and Forestry (MNRF), Fisheries and Oceans Canada (DFO) and your local conservation authority to determine if special measures or additional studies will be necessary to preserve and protect these sensitive features. In addition, you may consider the provisions of the Rouge Park Management Plan if applicable.

#### **Species at Risk**

- The Ministry of the Environment, Conservation and Parks has now assumed responsibility of Ontario's Species at Risk program. Information, standards, guidelines, reference materials and technical resources to assist you are found at <https://www.ontario.ca/page/species-risk>.

- The Client's Guide to Preliminary Screening for Species at Risk (Draft May 2019) has been attached to the covering email for your reference and use. Please review this document for next steps.
- For any questions related to SAR consideration and subsequent permit requirements, please contact [SAROntario@ontario.ca](mailto:SAROntario@ontario.ca).

#### □ **Surface Water**

- The report must include enough information to demonstrate that there will be no negative impacts on the natural features or ecological functions of any watercourses within the study area. Measures should be included in the planning and design process to ensure that any impacts to watercourses from construction or operational activities (e.g. spills, erosion, pollution) are mitigated as part of the proposed undertaking.
- Additional stormwater runoff from new pavement can impact receiving watercourses and flood conditions. Quality and quantity control measures to treat stormwater runoff should be considered for all new impervious areas and, where possible, existing surfaces. The ministry's [Stormwater Management Planning and Design Manual \(2003\)](#) should be referenced in the report and utilized when designing stormwater control methods. **A Stormwater Management Plan should be prepared as part of the Class EA process** that includes:
  - Strategies to address potential water quantity and erosion impacts related to stormwater draining into streams or other sensitive environmental features, and to ensure that adequate (enhanced) water quality is maintained
  - Watershed information, drainage conditions, and other relevant background information
  - Future drainage conditions, stormwater management options, information on erosion and sediment control during construction, and other details of the proposed works
  - Information on maintenance and monitoring commitments.
- Ontario Regulation 60/08 under the *Ontario Water Resources Act* (OWRA) applies to the Lake Simcoe Basin, which encompasses Lake Simcoe and the lands from which surface water drains into Lake Simcoe. If the proposed sewage treatment plant is listed in Table 1 of

the regulation, the report should describe how the proposed project and its mitigation measures are consistent with the requirements of this regulation and the OWRA.

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

#### **Groundwater**

- The status of, and potential impacts to any well water supplies should be addressed. If the project involves groundwater takings or changes to drainage patterns, the quantity and quality of groundwater may be affected due to drawdown effects or the redirection of existing contamination flows. In addition, project activities may infringe on existing wells such that they must be reconstructed or sealed and abandoned. Appropriate information to define existing groundwater conditions should be included in the report.
- If the potential construction or decommissioning of water wells is identified as an issue, the report should refer to Ontario Regulation 903, Wells, under the OWRA.
- Potential impacts to groundwater-dependent natural features should be addressed. Any changes to groundwater flow or quality from groundwater taking may interfere with the ecological processes of streams, wetlands or other surficial features. In addition, discharging contaminated or high volumes of groundwater to these features may have direct impacts on their function. Any potential effects should be identified, and appropriate mitigation measures should be recommended. The level of detail required will be dependent on the significance of the potential impacts.
- Any potential approval requirements for groundwater taking or discharge should be identified in the report. A Permit to Take Water (PTTW) under the OWRA will be required for any water takings that exceed 50,000 L/day, with the exception of certain water taking activities that have been prescribed by the Water Taking EASR Regulation – *O. Reg. 63/16*. These prescribed water-taking activities require registration in the EASR instead of a PTTW. Please review the [Water Taking User Guide for EASR](#) for more information.

- Consultation with the railroad authorities is necessary wherever there is a plan to use construction dewatering in the vicinity of railroad lines or where the zone of influence of the construction dewatering potentially intercepts railroad lines.

#### **Excess Materials Management**

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

#### **Contaminated Sites**

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

- The location of any underground storage tanks should be investigated in the report. Measures should be identified to ensure the integrity of these tanks and to ensure an appropriate response in the event of a spill. The ministry's Spills Action Centre must be contacted in such an event.
- Since the removal or movement of soils may be required, appropriate tests to determine contaminant levels from previous land uses or dumping should be undertaken. If the soils are contaminated, you must determine how and where they are to be disposed of, consistent with *Part XV.1 of the Environmental Protection Act (EPA)* and Ontario Regulation 153/04, Records of Site Condition, which details the new requirements related to site assessment and clean up. Please contact the appropriate MECP District Office for further consultation if contaminated sites are present.

#### **Servicing, Utilities and Facilities**

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

#### **Mitigation and Monitoring**

- Contractors must be made aware of all environmental considerations so that all environmental standards and commitments for both construction and operation are met.

Mitigation measures should be clearly referenced in the report and regularly monitored during the construction stage of the project. In addition, we encourage proponents to conduct post-construction monitoring to ensure all mitigation measures have been effective and are functioning properly.

- Design and construction reports and plans should be based on a best management approach that centres on the prevention of impacts, protection of the existing environment, and opportunities for rehabilitation and enhancement of any impacted areas.
- The proponent's construction and post-construction monitoring plans must be documented in the report, as outlined in Section A.2.5 and A.4.1 of the MEA Class EA parent document.

#### **Consultation**

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

#### **Class EA Process**

- If this project is a Master Plan: there are several different approaches that can be used to conduct a Master Plan, examples of which are outlined in Appendix 4 of the Class EA. **The Master Plan should clearly indicate the selected approach for conducting the plan**, by identifying whether the levels of assessment, consultation and documentation are sufficient to fulfill the requirements for Schedule B or C projects. Please note that any Schedule B or C projects identified in the plan would be subject to Part II Order Requests under the Environmental Assessment Act, although the plan itself would not be. **Please include a description of the approach being undertaken (use Appendix 4 as a reference).**
- If this project is a Master Plan: Any identified projects should also include information on the MCEA schedule associated with the project.

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

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

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

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

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

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

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

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

and

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

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

**DEFINITIONS**

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

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

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

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

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

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

**I. PURPOSE**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

***Client's Guide to Preliminary Screening for Species at Risk***

***Ministry of the Environment, Conservation and Parks  
Species at Risk Branch, Permissions and Compliance***

***DRAFT - May 2019***

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## 1.0 Purpose, Scope, Background and Context

### 1.1 Purpose of this Guide

This guide has been created to:

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

It remains the client's responsibility to:

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

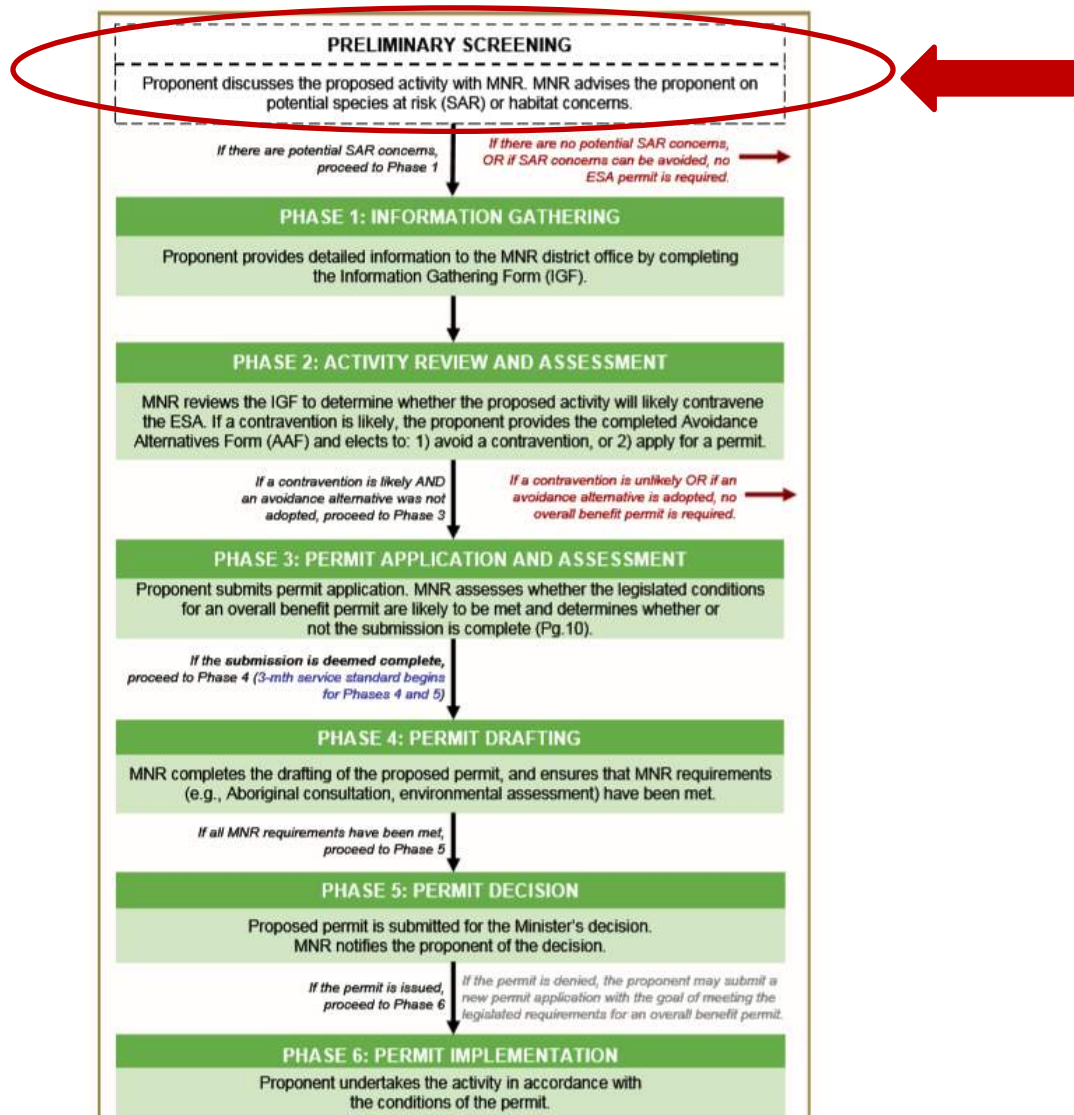
**To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide, at a minimum, prior to contacting Government of Ontario ministry offices for further information or advice.**

### 1.2 Scope

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

### 1.3 Background and Context

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



## 2.0 Roles and Responsibilities

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

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

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

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

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

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

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

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

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

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

### 3.0 Information Sources

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

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

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

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

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

### 3.1 Make a Map: Natural Heritage Areas

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

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

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

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

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

### 3.2 Land Information Ontario (LIO)

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

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

### 3.3 Additional Species at Risk Information Sources

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

Local naturalist groups or other similar community-based organizations

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

### 3.4 Information Sources to Support Impact Assessments

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

## 4.0 Check-List

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

- ✓ Land Information Ontario (LIO)
- ✓ Natural Heritage Information Centre (NHIC)
- ✓ The Breeding Bird Atlas
- ✓ eBird
- ✓ iNaturalist
- ✓ Ontario Reptile and Amphibian Atlas
- ✓ List Conservation Authorities you contacted: \_\_\_\_\_  
\_\_\_\_\_
- ✓ List local naturalist groups you contacted: \_\_\_\_\_  
\_\_\_\_\_
- ✓ List local Indigenous communities you contacted: \_\_\_\_\_  
\_\_\_\_\_
- ✓ List any other local land trusts or Environmental Non-Government Organizations you contacted: \_\_\_\_\_  
\_\_\_\_\_
- ✓ List and field studies that were conducted to identify species at risk, or their habitat, likely to be present or absent at or near the site: \_\_\_\_\_  
\_\_\_\_\_
- ✓ List what you think the likely impacts of your activity are on species at risk and their habitat (e.g. damage or destruction of habitat, killing, harming or harassing species at risk): \_\_\_\_\_  
\_\_\_\_\_

## Matthew Marcuccio

---

**From:** Susan Jingmiao Shi  
**Sent:** Wednesday, October 19, 2022 8:09 AM  
**To:** Matthew Marcuccio  
**Subject:** FW: Brighton WPCP - follow up engineering meeting

FYI. Can you input his comments into Tech Memo 3?  
Please also file this under public consultation records.  
Thanks!  
Susan

---

**From:** Simpson, Wayne (MECP) <Wayne.Simpson@ontario.ca>  
**Sent:** Tuesday, October 18, 2022 4:14 PM  
**To:** Susan Jingmiao Shi <sshi@jlrichards.ca>  
**Cc:** Light, Viktoria (MECP) <Viktoria.Light@ontario.ca>; Fuller, Jacqueline (MECP) <Jacqueline.Fuller@ontario.ca>; Bradley, David (MECP) <David.Bradley@ontario.ca>; Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; Castro, Victor (MECP) <Victor.Castro@ontario.ca>; Leslie Whiteman <lwhiteman@brighton.ca>; Scott Poole <SPoole@brighton.ca>; Bob Casselman <BCasselman@brighton.ca>; Matthew Morkem <mmorkem@jlrichards.ca>; Pileggi, Vince (MECP) <Vince.Pileggi@ontario.ca>  
**Subject:** RE: Brighton WPCP - follow up engineering meeting

Hi Susan,

Thanks for the revised technical memo, I now have better understanding of the J.L Richards proposal to repurpose the existing facultative lagoon and convert it to a WAS(Waste Activated Sludge) storage pond. I do not have any issue with the design considerations outlined in 3.4.1 and 5.3 for the WAS pond. The pond shall not discharge to the receiver and odour will certainly need to be monitored as the pond is shallow.

The only concern I have at the moment is the reference to the possibility of the facility being bermed, that is to say one side functioning as a WAS pond and the other side a lagoon. If a berm is planned it would need to be an earthen berm and constructed in such a way as to provide a complete liquid and solid separation between lagoon and WAS pond as the functions of each are very different.

All the best with the upcoming Public Information Centre.

regards

Wayne

---

**From:** Susan Jingmiao Shi <sshi@jlrichards.ca>  
**Sent:** October-05-22 1:56 PM  
**To:** Simpson, Wayne (MECP) <Wayne.Simpson@ontario.ca>; Pileggi, Vince (MECP) <Vince.Pileggi@ontario.ca>  
**Cc:** Light, Viktoria (MECP) <Viktoria.Light@ontario.ca>; Fuller, Jacqueline (MECP) <Jacqueline.Fuller@ontario.ca>; Bradley, David (MECP) <David.Bradley@ontario.ca>; Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; Castro, Victor

(MECP) <[Victor.Castro@ontario.ca](mailto:Victor.Castro@ontario.ca)>; Leslie Whiteman <[lwhiteman@brighton.ca](mailto:lwhiteman@brighton.ca)>; Scott Poole <[SPoole@brighton.ca](mailto:SPoole@brighton.ca)>; Bob Casselman <[BCasselman@brighton.ca](mailto:BCasselman@brighton.ca)>; Matthew Morkem <[mmorkem@jlrichards.ca](mailto:mmorkem@jlrichards.ca)>

**Subject:** RE: Brighton WPCP - follow up engineering meeting

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

Hello Wayne and Vince,

Following our last conversation, we have updated Tech Memo 3 – Sludge Treatment and Solids Management. See attached.

We would appreciate if MECP can review this memo and advise any outstanding concerns. For ease of review, additional information has been added to Section 3.4.1 and 5.3 to address the digestion and odor impacts.

Note that the Public Information Centre has now been scheduled for November 3. Notices will be issued shortly.

Thanks!  
Susan

**Susan Jingmiao Shi**, P.Eng., M.Eng.  
Associate  
Senior Environmental Engineer

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---

**From:** Susan Jingmiao Shi

**Sent:** Monday, September 19, 2022 3:52 PM

**To:** Simpson, Wayne (MECP) <[Wayne.Simpson@ontario.ca](mailto:Wayne.Simpson@ontario.ca)>; Matthew Morkem <[mmorkem@jlrichards.ca](mailto:mmorkem@jlrichards.ca)>

**Cc:** Light, Viktoria (MECP) <[Viktoria.Light@ontario.ca](mailto:Viktoria.Light@ontario.ca)>; Fuller, Jacqueline (MECP) <[Jacqueline.Fuller@ontario.ca](mailto:Jacqueline.Fuller@ontario.ca)>; Bradley, David (MECP) <[David.Bradley@ontario.ca](mailto:David.Bradley@ontario.ca)>; Pileggi, Vince (MECP) <[Vince.Pileggi@ontario.ca](mailto:Vince.Pileggi@ontario.ca)>; Orpana, Jon (MECP) <[Jon.Orpana@ontario.ca](mailto:Jon.Orpana@ontario.ca)>; Castro, Victor (MECP) <[Victor.Castro@ontario.ca](mailto:Victor.Castro@ontario.ca)>; Leslie Whiteman <[lwhiteman@brighton.ca](mailto:lwhiteman@brighton.ca)>; Scott Poole <[SPoole@brighton.ca](mailto:SPoole@brighton.ca)>; Bob Casselman <[BCasselman@brighton.ca](mailto:BCasselman@brighton.ca)>

**Subject:** RE: Brighton WPCP - follow up engineering meeting

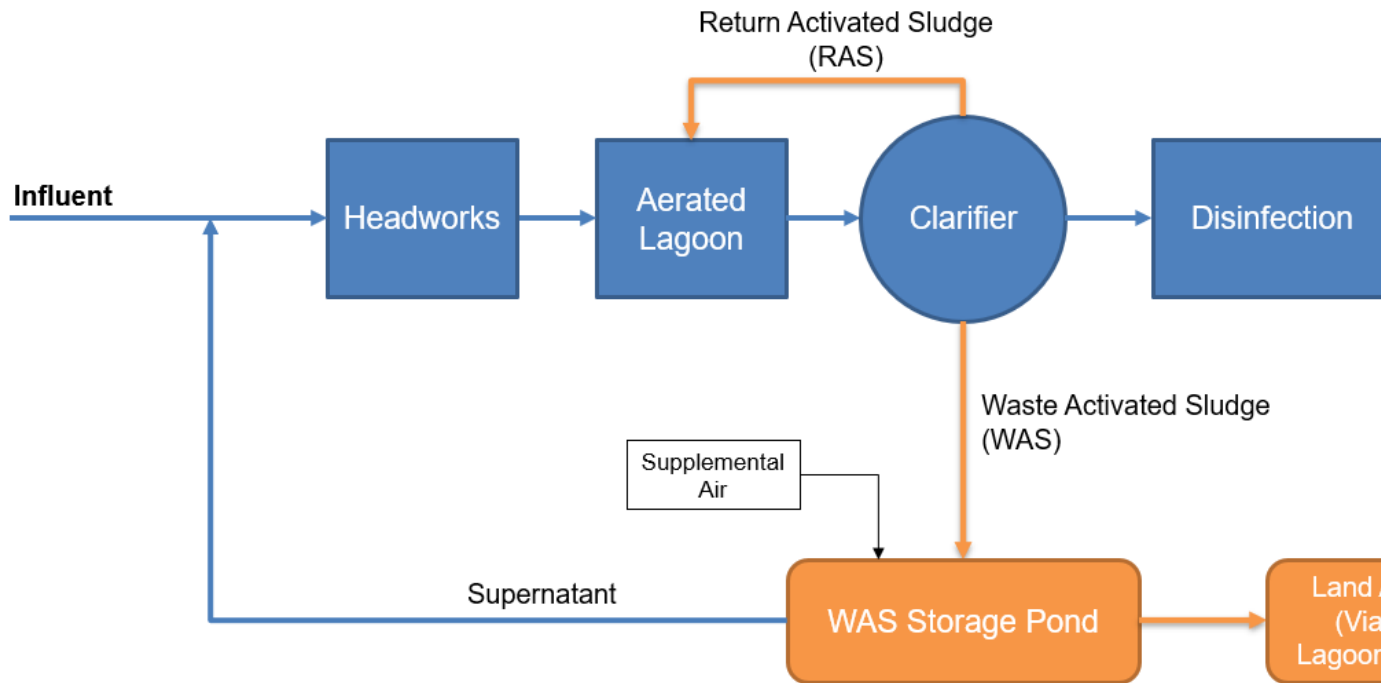
Hello Wayne,

We look forward to our conversation on Friday.

In the meantime, we have developed a block flow diagram to further illustrate the proposed upgrades. The proposed upgrades will not see blending of WAS and treated effluent as suggested by GSS. The solids train and liquid train will be completely separate.

We would also be looking for the decision on disinfection requirement at this meeting. Viktoria has indicated that the E.Coli limit may have been put in the current ECA by mistake? Further clarifications on that would be helpful in us advancing the EA Addendum.

Thanks!  
Susan



**From:** Simpson, Wayne (MECP) <[Wayne.Simpson@ontario.ca](mailto:Wayne.Simpson@ontario.ca)>

**Sent:** Thursday, September 15, 2022 4:15 PM

**To:** Susan Jingmiao Shi <[sshi@jlrichards.ca](mailto:sshi@jlrichards.ca)>; Matthew Morkem <[mmorkem@jlrichards.ca](mailto:mmorkem@jlrichards.ca)>

**Cc:** Light, Viktoria (MECP) <[Viktoria.Light@ontario.ca](mailto:Viktoria.Light@ontario.ca)>; Fuller, Jacqueline (MECP) <[Jacqueline.Fuller@ontario.ca](mailto:Jacqueline.Fuller@ontario.ca)>; Bradley, David (MECP) <[David.Bradley@ontario.ca](mailto:David.Bradley@ontario.ca)>; Pileggi, Vince (MECP) <[Vince.Pileggi@ontario.ca](mailto:Vince.Pileggi@ontario.ca)>; Orpana, Jon (MECP) <[Jon.Orpana@ontario.ca](mailto:Jon.Orpana@ontario.ca)>; Castro, Victor (MECP) <[Victor.Castro@ontario.ca](mailto:Victor.Castro@ontario.ca)>; Leslie Whiteman <[lwhiteman@brighton.ca](mailto:lwhiteman@brighton.ca)>; Scott Poole <[SPoole@brighton.ca](mailto:SPoole@brighton.ca)>; Bob Casselman <[BCasselman@brighton.ca](mailto:BCasselman@brighton.ca)>

**Subject:** Brighton WPCP - follow up engineering meeting

Hi Susan and Matthew,

Thanks for your email. Vince and I are ok for Friday the 23<sup>rd</sup> 9:30 am or anytime after is fine with us.

We will outline the Ministry's objections to the idea of WAS lagoon storage for this particular situation. Please be prepared to provide an overview of the JL Richards' approach to addressing the TAN compliance issue in light of the guidance provided in the RVA report.

Please send a Teams meeting invite to Vince and myself with a copy to Victor Castro. thanks

regards

Wayne

**Wayne Simpson, PMP, P.Eng.**  
[wayne.simpson@ontario.ca](mailto:wayne.simpson@ontario.ca)  
 (343) 998-7592

Senior Review Engineer  
Municipal Water and Wastewater Permissions Section  
Environmental Permissions Branch  
Environmental Assessment and Permissions Division  
Ministry of the Environment, Conservation and Parks (MECP)



---

**From:** Susan Jingmiao Shi <[sshi@jlrichards.ca](mailto:sshi@jlrichards.ca)>  
**Sent:** September-15-22 11:30 AM  
**To:** Light, Viktoria (MECP) <[Viktoria.Light@ontario.ca](mailto:Viktoria.Light@ontario.ca)>; Leslie Whiteman <[lwhiteman@brighton.ca](mailto:lwhiteman@brighton.ca)>; Fuller, Jacqueline (MECP) <[Jacqueline.Fuller@ontario.ca](mailto:Jacqueline.Fuller@ontario.ca)>; Bradley, David (MECP) <[David.Bradley@ontario.ca](mailto:David.Bradley@ontario.ca)>; Scott Poole <[SPoole@brighton.ca](mailto:SPoole@brighton.ca)>; Bob Casselman <[BCasselman@brighton.ca](mailto:BCasselman@brighton.ca)>; Matthew Morkem <[mmorkem@jlrichards.ca](mailto:mmorkem@jlrichards.ca)>; Pileggi, Vince (MECP) <[Vince.Pileggi@ontario.ca](mailto:Vince.Pileggi@ontario.ca)>; Simpson, Wayne (MECP) <[Wayne.Simpson@ontario.ca](mailto:Wayne.Simpson@ontario.ca)>; Orpana, Jon (MECP) <[Jon.Orpana@ontario.ca](mailto:Jon.Orpana@ontario.ca)>  
**Subject:** RE: Brighton WPCP - Pre-Consultation Meeting - EA Addendum Recommendations

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Hello all,

It was a constructive meeting! Nice to meet everyone.

The attached are the slides, draft TM2 and TM3.

Matt and I are available on the following dates for a meeting next week:

- Tues, Sept 20, 11-12
- Wed, Sept 21, 9-10
- Thurs, Sept 22, 8:30-9:30
- Fri, Sept 23, 8:30-noon

Let us know what works of your group!

Cheers,  
Susan

-----Original Appointment-----

**Susan Jingmiao Shi**, P.Eng., M.Eng.  
Associate  
Senior Environmental Engineer

J.L. Richards & Associates Limited  
203 - 863 Princess Street, Kingston, ON K7L 5N4  
Direct: 343-302-5406



---

**From:** Matthew Morkem **On Behalf Of** Light, Viktoria (MECP)  
**Sent:** Monday, August 29, 2022 11:30 AM

**To:** Light, Viktoria (MECP); Susan Jingmiao Shi; Leslie Whiteman; Fuller, Jacqueline (MECP); Bradley, David (MECP); Scott Poole; Bob Casselman; Matthew Morkem; Pileggi, Vince (MECP); Simpson, Wayne (MECP); Orpana, Jon (MECP)  
**Subject:** FW: Brighton WPCP - Pre-Consultation Meeting - EA Addendum Recommendations  
**When:** Thursday, September 15, 2022 9:30 AM-10:30 AM (UTC-05:00) Eastern Time (US & Canada).  
**Where:** Microsoft Teams Meeting

-----Original Appointment-----

**From:** Light, Viktoria (MECP) <[Viktoria.Light@ontario.ca](mailto:Viktoria.Light@ontario.ca)>

**Sent:** Friday, August 26, 2022 4:21 PM

**To:** Light, Viktoria (MECP); Fuller, Jacqueline (MECP); Bradley, David (MECP); Scott Poole; Bob Casselman; Matthew Morkem; Pileggi, Vince (MECP); Simpson, Wayne (MECP); Orpana, Jon (MECP)

**Subject:** Brighton WPCP - Pre-Consultation Meeting - EA Addendum Recommendations

**When:** Thursday, September 15, 2022 9:30 AM-10:30 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Microsoft Teams Meeting

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## Microsoft Teams meeting

### Join on your computer or mobile app

[Click here to join the meeting](#)

Meeting ID: 299 870 417 295

Passcode: jTtAW4

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### Join with a video conferencing device

[teams@msteams.ontario.ca](mailto:teams@msteams.ontario.ca)

Video Conference ID: 113 386 954 4

[Alternate VTC instructions](#)

[Learn More](#) | [Meeting options](#)

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July 20, 2022

EMAIL ONLY

Susan Shi, Senior Environmental Engineer  
J.L. Richards & Associates Limited  
sshi@jlrichards.ca

**MTCS File** : **0016944**  
**Proponent** : **Municipality of Brighton**  
**Subject** : **Schedule B Class EA Addendum - Notice of Commencement**  
**Project** : **Brighton Wastewater Treatment System**  
**Location** : **Municipality of Brighton**

---

Dear Susan Shi:

Thank you for providing the Ministry of Tourism and Culture and Sport (MTCS) with the Notice of Commencement for the above-referenced project. MTCS's interest in this Environmental Assessment (EA) project relates to its mandate of conserving Ontario's cultural heritage, which includes:

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

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

### **Project Summary**

The Municipality of Brighton has initiated an Addendum to the 2018 Class EA for the most suitable solution for wastewater treatment in Brighton to meet future servicing needs. The Addendum will capture the changes that have occurred since the completion of the previous Class EA for the Brighton Wastewater Treatment System, including updated growth projections, design basis and treatment options.

### **Identifying Cultural Heritage Resources**

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

### **Archaeological Resources**

This previous Class EA for the Brighton Wastewater Treatment System screened the project area for potential archaeological resources. If there are any additional lands incorporated into this EA Addendum, they should be screened using the MTCS [Criteria for Evaluating Archaeological Potential](#) to determine if an archaeological assessment is needed. MTCS archaeological sites data are available at [archaeology@ontario.ca](mailto:archaeology@ontario.ca).

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

### **Built Heritage Resources and Cultural Heritage Landscapes**

If any new lands are going to be considered as part of this Addendum, the MTCS [Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes](#) should be completed to help determine whether this EA project may impact built heritage resources and/or cultural heritage landscapes.

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

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

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

### **Environmental Assessment Reporting**

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

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

Sincerely,

Laura Hatcher  
Heritage Planner  
laura.e.hatcher@ontario.ca

# Government of Ontario: Ministry of Tourism and Culture

Programs & Services Branch  
401 Bay Street, Suite 1700  
Toronto ON M7A 0A7

## Criteria for Evaluating Archaeological Potential

### A Checklist for the Non-Specialist

“Archaeological potential” is a term used to describe the likelihood that a property contains archaeological resources. This checklist is intended to assist non-specialists screening for the archaeological potential of a property where site alteration is proposed.

Note: for projects seeking a Renewable Energy Approval under Ontario Regulation 359/09, the Ministry of Tourism and Culture has developed a separate checklist to address the requirements of that regulation.

Project Name Brighton Wastewater Treatment System Class EA Addendum  
Project Location Brighton, ON  
Proponent Name Municipality of Brighton  
Proponent Contact Information Bob Casselman, CAO; 35 Alice St, PO Box 189, Brighton, ON K0K1H0;  
bcasselman@brighton.ca; 613-475-0670

### Known Archaeological Sites

1. Known archaeological sites within 300 m of property

Yes  Unknown  No

### Known Archaeological Sites

2. Body of water within 300 m of property If yes, what kind of water?

a) Primary water source (lake, river, large creek, etc.)

Yes  Unknown  No

b) Secondary water source (stream, spring, marsh, swamp, etc.)

Yes  Unknown  No

c) Past water source (beach ridge, river bed, relic creek, ancient shoreline, etc.)

Yes  Unknown  No

3. Topographical features on property (knolls, drumlins, eskers, or plateaus)

Yes  Unknown  No

4. Pockets of sandy soil (50 m<sup>2</sup> or larger) in a clay or rocky area on property

Yes  Unknown  No

5. Distinctive land formations on property (mounds, caverns, waterfalls, peninsulas, etc)

Yes  Unknown  No

## Cultural Features

6. Known burial site or cemetery on or adjacent to the property (cemetery is registered with the Cemeteries Regulation Unit)

Yes  Unknown  No

7. Food or scarce resource harvest areas on property (traditional fishing locations, agricultural/berry extraction areas, etc.)

Yes  Unknown  No

8. Indications of early Euro-Canadian settlement within 300 m of property (monuments, cemeteries, structures, etc)

Yes  Unknown  No

9. Early historic transportation routes within 100 m of property (historic road, trail, portage, rail corridor, etc.)

Yes  Unknown  No

## Property-specific Information

10. Property is designated and/or listed under the *Ontario Heritage Act* (municipal register and lands described in Reg. 875 of the *Ontario Heritage Act*)

Yes  Unknown  No

11. Local knowledge of archaeological potential of property (from aboriginal communities, heritage organisations, municipal heritage committees, etc.)

Yes  Unknown  No

12. Recent deep ground disturbance† (post-1960, widespread and deep land alterations)

Yes  Unknown  No

† Archaeological potential can be determined not to be present for either the entire property or a part(s) of it when the area under consideration has been subject to widespread and deep land alterations that have severely damaged the integrity of any archaeological resources. Deep disturbance may include quarrying or major underground infrastructure development. Activities such as agricultural cultivation, gardening, minor grading and landscaping are not necessarily considered deep disturbance. Alterations can be considered to be extensive or widespread when they have affected a large area, usually defined as the majority of a property.

## Scoring the results:

If **Yes** to **any** of **1, 2a, 2b, 2c, 6, 10, or 11** high archaeological potential – assessment is required

If **Yes** to **two or more** of **3, 4, 5, 7, 8, or 9** high archaeological potential – assessment is required

If **Yes** to **12** or **No** to all of **1 - 10** **low** archaeological potential – assessment is not required

If 3 or more **Unknown** an archaeological assessment is required (see note below)

† Note: If information requested in this checklist is unknown, a consultant archaeologist licensed under the *Ontario Heritage Act* should be retained to carry out at least a Stage 1 archaeological assessment to further explore the archaeological potential of the property and to prepare a report on the results of that

assessment. The Ministry of Tourism and Culture reviews all such reports prepared by consultant archaeologists against the ministry's Standards and Guidelines for Consultant Archaeologists. Once the ministry is satisfied that, based on the available information, the report has been prepared in accordance with those guidelines, the ministry issues an acceptance letter to the consultant archaeologist and places the report into its registry where it is available for public inspection.

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Disponible en français

## Matthew Marcuccio

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**From:** von Bitter, Robert (MTCS) <Robert.vonBitter@ontario.ca>  
**Sent:** Tuesday, September 27, 2022 10:33 AM  
**To:** Matthew Marcuccio  
**Subject:** Re: Brighton WWTP - Archaeological Site Data Confirmation

**[CAUTION]** This email originated from outside JLR. Do not click links or open attachments unless you recognize the sender and know the content is safe. If in doubt, please forward suspicious emails to Helpdesk.

Matthew,

At the current time no reported archaeological sites are mapping within 300 m of this location.

Regards,

Robert von Bitter

Robert von Bitter  
Archaeological Data Co-Ordinator  
Archaeology Program Unit  
Ministry of Tourism, Culture and Sport  
437-339-9176  
[Robert.vonBitter@ontario.ca](mailto:Robert.vonBitter@ontario.ca)

---

**From:** Matthew Marcuccio <mmarcuccio@jlrichards.ca>  
**Sent:** Tuesday, September 27, 2022 8:52 AM  
**To:** Archaeology (MTCS) <archaeology@ontario.ca>  
**Subject:** Brighton WWTP - Archaeological Site Data Confirmation

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

Good morning,

I am contacting you to request a check for recorded archaeological sites on or in the immediate vicinity of the Brighton Wastewater Treatment Plant.

The facility is located at the approximate address of 100 County Road 64, Brighton, ON. Please see attached screenshot of the property location and approximate site limits.

Please advise if there are any known archaeological sites on or near the facility. Let me know if there are any questions or if you require any more information.

Thank you,  
Matthew Marcuccio

**Matthew Marcuccio, P.Eng.**  
Civil Engineer

J.L. Richards & Associates Limited  
1000-343 Preston Street, Ottawa, ON K1S 1N4  
Direct: 343-803-4554



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

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

**Processes covered** under this checklist, such as:

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

### **Cultural Heritage Evaluation Report (CHER)**

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

The CHER will help you:

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

### **Other checklists**

Please use a separate checklist for your project, if:

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

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

Project or Property Name  
**Brighton Wastewater Treatment Plant Class EA Addendum**

Project or Property Location (upper and lower or single tier municipality)  
**Brighton, ON**

Proponent Name  
**Municipality of Brighon**

Proponent Contact Information  
**Bob Casselman, CAO; 35 Alice St, PO Box 189, Brighton, ON K0K1H0; bcasselman@brighton.ca; 613-475-0670**

### Screening Questions

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

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

If No, continue to Question 2.

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

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

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

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

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

The summary and appropriate documentation may be:

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

If No, continue to Question 3.

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

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

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

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

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

If No, continue to Question 4.

## Part B: Screening for Potential Cultural Heritage Value

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

Low potential for built or cultural heritage value - Refer to MTSC Email

## Part C: Other Considerations

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

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

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

- a Cultural Heritage Evaluation Report (CHER)

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

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

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

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

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

The summary and appropriate documentation may be:

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

## Instructions

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

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

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

In this context, the following definitions apply:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## Individual Designation – Part IV

A property that is designated:

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

## Heritage Conservation District – Part V

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

For more information on Parts IV and V, contact:

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

---

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

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

The primary purpose of the agreement is to:

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

For more information, contact:

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

---

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

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

Registers include:

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

For more information, contact:

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

---

iv. subject to a notice of:

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

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

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

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

For more information, contact:

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

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

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

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

For more information, contact the MTCS Registrar at [registrar@ontario.ca](mailto:registrar@ontario.ca).

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **Part B: Screening for potential Cultural Heritage Value**

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

Heritage resources are often recognized with formal plaques or markers.

Plaques are prepared by:

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

For more information, contact:

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

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

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

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

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

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

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

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

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

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

- your conservation authority
- municipal staff

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

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

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

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

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

A building or structure can include:

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

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

## Part C: Other Considerations

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

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

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

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

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

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

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

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

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

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

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

An internet search may find helpful resources, including:

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

Information specific to trails may be obtained through [Ontario Trails](#).

## Matthew Marcuccio

---

**From:** Hatcher, Laura (MTCS) <Laura.E.Hatcher@ontario.ca>  
**Sent:** Monday, October 3, 2022 9:26 AM  
**To:** Matthew Marcuccio  
**Cc:** Susan Jingmiao Shi  
**Subject:** RE: File 0016944: Municipality of Brighton Wastewater Treatment System Class EA Addendum

**[CAUTION]** This email originated from outside JLR. Do not click links or open attachments unless you recognize the sender and know the content is safe. If in doubt, please forward suspicious emails to Helpdesk.

Hi Matthew,

Thank you for checking in about this. You are right this is not likely to be of interest. I recommend including the completed checklist, along with the explanation you have provided here, in your EA documentation.

I hope this helps and please let me know if you have any other questions.

Sincerely,  
Laura

**Laura Hatcher, MCIP, RPP**

A/Heritage Advisor

Heritage Planning Unit | Programs and Services Branch | Heritage, Tourism and Culture Division

Ministry of Tourism, Culture and Sport

Tel. 437-239-3404 **New** | email: [laura.e.hatcher@ontario.ca](mailto:laura.e.hatcher@ontario.ca)

---

**From:** Matthew Marcuccio <mmaruccio@jlrichards.ca>  
**Sent:** September 30, 2022 1:49 PM  
**To:** Hatcher, Laura (MTCS) <Laura.E.Hatcher@ontario.ca>  
**Cc:** Susan Jingmiao Shi <sshi@jlrichards.ca>  
**Subject:** File 0016944: Municipality of Brighton Wastewater Treatment System Class EA Addendum

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

Good afternoon Laura,

For the above-referenced project, I have filled out the *Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes* as noted in your letter. All questions have been answered 'no', except for Question 4d (contains buildings or structures that are 40 or more years old).

The wastewater treatment system was first installed in 1970 an aerated lagoon and a waste stabilization pond. A small structure (6.8m x 8.5m and 2.8m tall) was constructed in 1977, housing electrical equipment and chemical dosing/storage. The building is constructed with concrete block walls and a standard flat roof (see photo).

Since the building is 40+ years old, the criteria is concluding that there is potential for cultural heritage resources and a CHER is required. However, it is unlikely that this type of structure and facility would be of interest. Is it possible to avoid the requirement for a CHER of this facility?

Thank you,  
Matthew

**Matthew Marcuccio**, P.Eng.  
Civil Engineer

J.L. Richards & Associates Limited  
1000-343 Preston Street, Ottawa, ON K1S 1N4  
Direct: 343-803-4554





Hydro One Networks Inc.

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

HydroOne.com

June 23, 2022

Re: Brighton Wastewater Treatment System

Attention:  
Susan Shi, P.Eng.  
Senior Environmental Engineer  
J.L. Richards & Associates Limited

Thank you for sending us notification regarding (Brighton Wastewater Treatment System ). In our preliminary assessment, we have confirmed that Hydro One has existing distribution assets within your study area.

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

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

Sent on behalf of,

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

## Matthew Marcuccio

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**From:** Akhtar, Umme (HC/SC) <umme.akhtar@hc-sc.gc.ca> on behalf of IA-ON / IE-ON (HC/SC) <ia-on-ie-on@hc-sc.gc.ca>  
**Sent:** Wednesday, June 22, 2022 2:50 PM  
**To:** Matthew Marcuccio  
**Cc:** Susan Jingmiao Shi; IA-ON / IE-ON (HC/SC); Ma, Kitty (HC/SC)  
**Subject:** RE: Municipality of Brighton Wastewater Treatment System Class EA Addendum - Notice of Commencement

**[CAUTION]** This email originated from outside JLR. Do not click links or open attachments unless you recognize the sender and know the content is safe. If in doubt, please forward suspicious emails to Helpdesk.

Dear Mr. Matthew Marcuccio,  
Thank you for your email dated June 17, 2022 informing Health Canada about Municipality of Brighton's Wastewater Treatment System Class EA Addendum - Notice of Commencement.

Health Canada's role in Impact Assessment (IA) / Environmental Assessment (EA) is founded in statutory obligations under the Canadian Impact Assessment Act (IAA), and its knowledge and expertise can be called upon by reviewing bodies (e.g., Impact Assessment Agency of Canada, review panels, Indigenous groups and/or other jurisdictions). In the absence of such a request from one of the above noted groups, Health Canada is unable to carry out a comprehensive review of the project.

However, should you have any specific questions related to the assessment of effects on human health or Health Canada guidance documents on IA, please contact us.

Sincerely,

*Umme Akhtar*  
(she | elle)

A/Impact Assessment Specialist  
Environmental Health Program  
Regulatory Operations and Enforcement Branch  
Health Canada | Government of Canada  
[umme.akhtar@hc-sc.gc.ca](mailto:umme.akhtar@hc-sc.gc.ca)/Tel: 416-278-1757

Spécialiste en évaluation d'impact p.i.  
Programme de Santé Environnemental  
Direction générale des opérations réglementaires et de l'application de la loi  
Santé Canada | Gouvernement du Canada  
[umme.akhtar@hc-sc.gc.ca](mailto:umme.akhtar@hc-sc.gc.ca)/Tél: 416-278-1757

---

**From:** Matthew Marcuccio <mmarcuccio@jlrichards.ca>  
**Sent:** 2022-06-17 11:47 AM  
**To:** hc.ia-on-ie-on.sc@canada.ca

**Cc:** Susan Jingmiao Shi <sshi@jlrichards.ca>

**Subject:** Municipality of Brighton Wastewater Treatment System Class EA Addendum - Notice of Commencement

Good morning,

The Municipality of Brighton is initiating an Addendum to the 2018 Class Environmental Assessment (Class EA) for the Brighton Wastewater Treatment Plant (WWTP) to meet future servicing needs.

Please find attached the Notice of Commencement for the EA Addendum. If there are any questions regarding the project, please visit the Municipality's website at [www.brighton.ca](http://www.brighton.ca) or contact one of the people listed below:

<p>Susan Shi, P.Eng. Senior Environmental Engineer J.L. Richards &amp; Associates Limited 203 – 863 Princess Street Kingston, ON K7L 5N4 <a href="mailto:sshi@jlrichards.ca">sshi@jlrichards.ca</a> Phone: 343-302-5406</p>	<p>Bob Casselman Chief Administrative Officer Municipality of Brighton 35 Alice Street, PO Box 189 Brighton, ON K0K 1H0 <a href="mailto:bcasselman@brighton.ca">bcasselman@brighton.ca</a> Phone: 613-475-0670</p>
---	--

Regards,  
Matthew Marcuccio

**Matthew Marcuccio**, P.Eng.  
Civil Engineer

J.L. Richards & Associates Limited  
700 - 1565 Carling Avenue, Ottawa, ON K1Z 8R1  
Direct: 343-803-4554



Government Services Building  
22 Winookeedaa Road  
Curve Lake, Ontario K0L1R0



Phone: 705.657.8045  
Fax: 705.657.8708  
[www.curvelakefirstnation.ca](http://www.curvelakefirstnation.ca)

November 1, 2022  
VIA E-MAIL

Susan Shi, P.Eng.  
Senior Environmental Engineer  
J.L. Richards & Associates Limited  
203 – 863 Princess Street  
Kingston, ON K7L 5N4  
[sshi@jlrichards.ca](mailto:sshi@jlrichards.ca)  
Phone: 343-302-5406

Bob Casselman  
Chief Administrative Officer  
Municipality of Brighton  
35 Alice Street, PO Box 189  
Brighton, ON K0K 1H0  
[bcasselman@brighton.ca](mailto:bcasselman@brighton.ca)  
Phone: 613-475-0670

Cc: [mmarcuccio@jlrichards.ca](mailto:mmarcuccio@jlrichards.ca)

**RE: Municipality of Brighton Wastewater Treatment System Class EA Addendum  
Notice of Public Information Centre (Curve Lake FN)**

Dear Matthew Marcuccio,

I would like to acknowledge receipt of correspondence, which was received on October 17, 2022, regarding the above noted project. As you may be aware, the area in which your project is proposed is situated within the Traditional Territory of Curve Lake First Nation. Our First Nation's Territory is incorporated within the Williams Treaties Territory and was the subject of a claim under Canada's Specific Claims Policy, which has now been settled. All 7 First Nations within the Williams Treaties have had their harvesting rights legally re-affirmed and recognized through this settlement.

Curve Lake First Nation is requiring a File Fee for this project in the amount of \$250.00 as outlined in our *Consultation and Accommodation Standards*. This Fee includes project updates as well as review of standard material and project overviews. Depending on the amount of documents to be reviewed by the Consultation Department, additional fees may apply. **Please make this payment to Curve Lake First Nation Consultation Department and please indicate the project name or number on the cheque.**

If you do not have a copy of *Curve Lake First Nation's Consultation and Accommodation Standards* they are available at <https://curvelakefirstnation.ca/lands-resources-consultation/>. Hard copies are available upon request.

Government Services Building  
22 Winookeedaa Road  
Curve Lake, Ontario K0L1R0



Phone: 705.657.8045  
Fax: 705.657.8708  
[www.curvelakefirstnation.ca](http://www.curvelakefirstnation.ca)

Based on the information that you have provided us with respect to **LEVEL 2 Municipality of Brighton Wastewater Treatment System Class EA Addendum - Notice of Public Information Centre (Curve Lake FN)**. Curve Lake First Nation may require a Special Consultation Framework for this project. Information on this Framework can be found on page 9 of our *Consultation and Accommodation Standards* document.

In order to assist us in providing you with timely input, it would be appreciated if you could provide a summary statement indicating how the project will address the following areas that are of concern to our First Nation within our Traditional and Treaty Territory: possible environmental impact to our drinking water; endangerment to fish and wild game; impact on Aboriginal heritage and cultural values; and to endangered species; lands; savannas etc. We are interested in receiving any project documentation (e.g., project plans, reports, memos, drawings, etc.) in draft or in final version to get a better understanding of the project itself, the assessments and studies conducted, the mitigations identified, etc. This will give us better insight and understanding on what is being proposed.

After the information is reviewed it is expected that you or a representative will be in contact to make arrangements to discuss this matter in more detail and possibly set up a date and time to meet with Curve Lake First Nation in person (or virtually).

Although we have not conducted exhaustive research nor have we the resources to do so, there may be the presence of burial or archaeological sites in your proposed project area. Please note, that we have particular concern for the remains of our ancestors. Should excavation unearth bones, remains, or other such evidence of a native burial site or any other archaeological findings, we must be notified without delay. In the case of a burial site, Council reminds you of your obligations under the *Cemeteries Act* to notify the nearest First Nation Government or other community of Aboriginal people which is willing to act as a representative and whose members have a close cultural affinity to the interred person. As I am sure you are aware, the regulations further state that the representative is needed before the remains and associated artifacts can be removed. Should such a find occur, we request that you contact our First Nation immediately.

Furthermore, Curve Lake First Nation also has available, trained Cultural Heritage Liaisons who are able to actively participate in the archaeological assessment process as a member of a field crew, the cost of which will be borne by the proponent. **Curve Lake First Nation expects engagement at Stage 1 of an archaeological assessment** so that we may include Indigenous Knowledge of the land in the process. We insist that at least one of our Cultural Heritage Liaisons be involved in any Stage 2-4 assessments, including test pitting, and/or pedestrian surveys to full excavation.

Although we may not always have representation at all stakeholder meetings, as rights holders', it is our wish to be kept apprised throughout all phases of this project. Please note that this letter does not constitute consultation, but it does represent the initial engagement process.

Government Services Building  
22 Winookeedaa Road  
Curve Lake, Ontario K0L1R0



Phone: 705.657.8045  
Fax: 705.657.8708  
[www.curvelakefirstnation.ca](http://www.curvelakefirstnation.ca)

Should you have further questions or if you wish to hire a Liaison for a project, please contact Julie Kapyrka or Kaitlin Hill, Lands and Resources Consultation Liaisons, at 705-657-8045 or via email at [JulieK@Curvelake.ca](mailto:JulieK@Curvelake.ca) and [KaitlinH@Curvelake.ca](mailto:KaitlinH@Curvelake.ca).

Yours sincerely,

A handwritten signature in black ink that reads "Keith Knott". The signature is written in a cursive style.

Chief Keith Knott  
Curve Lake First Nation

## Matthew Marcuccio

---

**From:** Dave Mowat <dmowat@alderville.ca>  
**Sent:** Thursday, June 30, 2022 2:37 PM  
**To:** Matthew Marcuccio  
**Cc:** Susan Jingmiao Shi; Dave Simpson  
**Subject:** RE: Municipality of Brighton Wastewater Treatment System Class EA Addendum - Notice of Commencement

**[CAUTION]** This email originated from outside JLR. Do not click links or open attachments unless you recognize the sender and know the content is safe. If in doubt, please forward suspicious emails to Helpdesk.

Good Afternoon:

The Consultation Coordinator will most likely not reply, but this to let you know that I have received this notice. I am interested to know about the lagoon treatment system.

Chief Dave Mowat

---

**From:** Matthew Marcuccio <mmarcuccio@jlrichards.ca>  
**Sent:** June 30, 2022 2:11 PM  
**To:** Dave Mowat <dmowat@alderville.ca>  
**Cc:** Susan Jingmiao Shi <sshi@jlrichards.ca>; inquiries@williamstreatiesfirstnations.ca; Dave Simpson <consultation@alderville.ca>  
**Subject:** FW: Municipality of Brighton Wastewater Treatment System Class EA Addendum - Notice of Commencement

Good afternoon,

Further to my email below, I've copied the Consultation Coordinator and the William Treaties First Nations Process Coordinator.

Regards,  
Matthew Marcuccio

**Matthew Marcuccio, P.Eng.**  
Civil Engineer

J.L. Richards & Associates Limited  
700 - 1565 Carling Avenue, Ottawa, ON K1Z 8R1  
Direct: 343-803-4554



---

**From:** Matthew Marcuccio

**Sent:** Thursday, June 30, 2022 1:21 PM

**To:** [dmowat@alderville.ca](mailto:dmowat@alderville.ca)

**Cc:** Susan Jingmiao Shi <[sshi@jlrichards.ca](mailto:sshi@jlrichards.ca)>

**Subject:** Municipality of Brighton Wastewater Treatment System Class EA Addendum - Notice of Commencement

Good afternoon,

The Municipality of Brighton is initiating an Addendum to the 2018 Class Environmental Assessment (Class EA) for the Brighton Wastewater Treatment Plant (WWTP) to meet future servicing needs.

Please find attached the Notice of Commencement for the EA Addendum. If there are any questions regarding the project, please visit the Municipality's website at [www.brighton.ca](http://www.brighton.ca) or contact one of the people listed below:

Susan Shi, P.Eng. Senior Environmental Engineer J.L. Richards & Associates Limited 203 – 863 Princess Street Kingston, ON K7L 5N4 <a href="mailto:sshi@jlrichards.ca">sshi@jlrichards.ca</a> Phone: 343-302-5406	Bob Casselman Chief Administrative Officer Municipality of Brighton 35 Alice Street, PO Box 189 Brighton, ON K0K 1H0 <a href="mailto:bcasselman@brighton.ca">bcasselman@brighton.ca</a> Phone: 613-475-0670
--	---

Regards,  
Matthew Marcuccio

**Municipality of Brighton  
Brighton Lagoon Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Initiation Meeting  
Minutes of Meeting No. 1**

<b>Attendance:</b>	Bob Casselman (BC)	Municipality of Brighton (Municipality)	BCasselman@brighton.ca
	Scott Poole (SP)	Municipality of Brighton (Municipality)	SPoole@brighton.ca
	Matt Morkem (MM1)	J.L. Richards & Associates Limited (JLR)	mmorkem@jlrichards.ca
	Susan Shi (SS)	J.L. Richards & Associates Limited (JLR)	sshi@jlrichards.ca
	Matthew Marcuccio (MM2)	J.L. Richards & Associates Limited (JLR)	mmarcuccio@jlrichards.ca

The meeting commenced at 1:30 p.m. on Thursday, May 26, 2022 via Video Conference (Microsoft Teams).

The following summary of the discussions of this meeting has been prepared to record decisions reached and actions required for the project. Please advise the undersigned of any errors or omissions within the next three business days.

**ITEM**

**ACTION BY**

**1.1 OPENING REMARKS**

- a. Introductions of the project team were made:

Municipality of Brighton:

Bob Casselman – Chief Administrative Officer  
Scott Poole – Interim Manager of Environmental Service  
Operators – OCWA (James Taylor)

J.L. Richards & Associates Limited:

Matt Morkem – Project Manager  
Susan Shi – EA / Technical Lead  
Matthew Marcuccio – Technical / Project Support

**1.2 PROJECT COMMUNICATIONS**

- a. Point of Contact for JLR will be M. Morkem
- b. Point of Contact for the Municipality will be B. Casselman and S. Poole. They are to be copied on project correspondence (i.e., with Agencies, OCWA, etc.)
- Municipality is in the process of interviewing for an engineer. If successful, they may be assigned to manage this project.
- c. Through the review of previous Council Meetings, JLR noted that Councillor Doug LeBlanc had expressed interest in the upgrades to the Brighton WWTP. JLR asked the Municipality if consultation with that Councillor would be needed. Municipality will review and determine if this is required.

Municipality

**1.3 REVIEW OF WORK PLAN AND SCHEDULE**

- a. JLR reviewed the scope of the project and deliverables (see below).
- b. Municipality asked about public engagement during the project. JLR noted that notices will be published for the commencement and completion of the Class EA Addendum process. In addition, following the drafting of the EA Addendum Report, a Public Information Centre (PIC) will be hosted.

**Municipality of Brighton  
Brighton Lagoon Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Initiation Meeting  
Minutes of Meeting No. 1**

<u>ITEM</u>	<u>ACTION BY</u>
1.3.1 <u>Notice of Commencement and Pre-Consultation with MECP</u>	
<ul style="list-style-type: none"> <li>a. JLR will submit the draft Notice of Commencement and Agency Contact List next week for Municipality review. <ul style="list-style-type: none"> <li>• JLR will use the previous EA's contact list,</li> <li>• JLR asked the Municipality if any other contacts should be included. Municipality to consider when reviewing draft Agency Contact List.</li> <li>• The Municipality will publish the Notices on their website, and will coordinate the posting in the local newspaper.</li> </ul> </li> <li>b. JLR will contact the MECP for a pre-consultation review to inform them of the project, understand their current concerns with the WWTP and get their initial input on the intended direction of the EA Addendum.</li> </ul>	<p>JLR</p> <p>Municipality</p> <p>JLR</p>
1.3.2 <u>Tech Memo No. 1: Updated Growth Evaluation Report</u>	
<ul style="list-style-type: none"> <li>a. JLR noted that they are basing the updated growth projections on the Brighton Official Plan (2020), the Northumberland County Official Plan (2016) and the Ontario Growth Plan for the Greater Golden Horseshoe (2020). <ul style="list-style-type: none"> <li>• Municipality noted that the County is in the process of updating their Official Plan and growth projections.</li> <li>• Municipality recommends JLR to contact their planner, Paul Walsh, who would be able to provide information on the growth projections and the ongoing Secondary Plan preparation. JLR will contact Paul Walsh for up-to-date growth projection information.</li> </ul> </li> </ul>	<p>JLR</p>
1.3.3 <u>Tech Memo No. 2: Headworks Evaluation Report</u>	
<ul style="list-style-type: none"> <li>a. RVA's technical review of GSS's conceptual design recommended a fine screen upstream of the aeration cell.</li> <li>b. JLR mentioned that headworks technology selection is usually owner-driven, and asked the Municipality of their preferences. Municipality will consider. <ul style="list-style-type: none"> <li>• Municipality also recommended consultation with OCWA for their preference.</li> </ul> </li> <li>c. The Tech Memo will involve contact with suppliers for available screening technologies.</li> <li>d. JLR was involved in projects involving the installation of various headworks screening technologies in nearby treatment plants (Trenton, Loyalist Township, Kingston, etc.), and mentioned that the Municipality can request for a tour of the facilities and meet with operation staff. Municipality will consider.</li> </ul>	<p>Municipality</p> <p>Municipality</p>
1.3.4 <u>Tech Memo No. 3: Solids Treatment and Sludge Management</u>	
<ul style="list-style-type: none"> <li>a. Municipality noted that they are open to different options, in consideration of capital and operation costs.</li> <li>b. JLR will offer options including pros / cons for Municipality to consider.</li> </ul>	<p>JLR</p>

**Municipality of Brighton  
Brighton Lagoon Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Initiation Meeting  
Minutes of Meeting No. 1**

<u><b>ITEM</b></u>	<u><b>ACTION BY</b></u>
<p>1.3.5 <u>Class B EA Addendum and Public Consultation</u></p> <ul style="list-style-type: none"> <li>a. Following the approval of the three Tech Memos, the EA Addendum report will be drafted, summarizing the memos and the proposed changes to the Brighton WWTP upgrades (GSS Conceptual Design and RVA technical review).</li> <li>b. Once preliminary decisions are made, another consultation meeting with MECP will be conducted to discuss their thoughts of the proposed changes.</li> <li>c. A PIC will be hosted following the drafting the EA Addendum.</li> <li>d. Following the PIC, the EA Addendum will be finalized and posted with a Notice of Completion for a 30-day public review.</li> <li>e. JLR asked if the Municipality wants to have Council review the EA Addendum before it is posted for public review. Municipality will consider.</li> </ul>	<p>Municipality</p>
<p>1.3.6 <u>Conceptual Design Package</u></p> <ul style="list-style-type: none"> <li>a. JLR's intention is to proceed with the Conceptual Design (drawings, hydraulic grade line, etc.) during the 30-day public review. Any comments received will be incorporated in the design.</li> </ul>	
<p>1.3.7 <u>Schedule</u></p> <ul style="list-style-type: none"> <li>a. The EA Addendum are to be completed by the end of August 2022 (3 months of the date of this meeting).</li> <li>b. JLR noted that some items which require confirmation (i.e. growth projections) may affect the schedule.</li> </ul>	
<p><b>1.4 REVIEW AND DISCUSSION OF AVAILABLE DOCUMENTATION</b></p> <ul style="list-style-type: none"> <li>a. JLR will submit to Municipality a list of information requested for the project (Including meeting minutes with MECP, flow data/testing parameters, other documents from GHD's initial design, etc.)</li> </ul>	<p>JLR</p>
<p><b>1.5 OTHER TOPICS/BUSINESS</b></p> <ul style="list-style-type: none"> <li>a. Municipality mentioned that their MECP contact has expressed interest in the progress of the EA Addendum. JLR will provide an update to them during the Pre-Consultation Meeting.</li> <li>b. Municipality noted that they are having a meeting with OCWA and GSS (Jeff Graham) in early June regarding a list of items the OCWA wishes to be completed for the operation of the Brighton WWTP. <ul style="list-style-type: none"> <li>• Municipality to provide the list to JLR, in case any items should be incorporated in the EA Addendum and Conceptual Design.</li> <li>• Municipality will send invite for JLR to join this meeting. JLR intends to ask for their insight regarding the preferred options to evaluate for Tech Memo Nos. 2 and 3.</li> </ul> </li> </ul>	<p>JLR</p> <p>Municipality</p> <p>Municipality</p>

**Municipality of Brighton  
Brighton Lagoon Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Initiation Meeting  
Minutes of Meeting No. 1**

<u>ITEM</u>	<u>ACTION BY</u>
<b>1.6 NEXT MEETING</b> a. Next meeting to be scheduled by JLR. b. Upcoming meetings will include monthly touchpoint meetings, and review meetings following the submission of deliverables.	JLR
<b>1.7 ADJOURNMENT</b> a. Meeting adjourned at 2:10 p.m.	

Prepared by:

Issued on: May 31, 2022



Matthew Marcuccio  
Civil Engineer

Distribution: All attendees

CC: N/A

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
Minutes of Meeting No. 2**

<b>Attendance:</b>	Bob Casselman (BC)	Municipality of Brighton (Municipality)	BCasselman@brighton.ca
	Scott Poole (SP)	Municipality of Brighton (Municipality)	SPoole@brighton.ca
	Matt Morkem (MM1)	J.L. Richards & Associates Limited (JLR)	mmorkem@jlrichards.ca
	Susan Shi (SS)	J.L. Richards & Associates Limited (JLR)	sshi@jlrichards.ca
	Matthew Marcuccio (MM2)	J.L. Richards & Associates Limited (JLR)	mmarcuccio@jlrichards.ca

The meeting commenced at 10:30 a.m. on Tuesday, June 28, 2022 via Video Conference (Microsoft Teams).

The following summary of the discussions of this meeting has been prepared to record decisions reached and actions required for the project. Please advise the undersigned of any errors or omissions within the next three business days.

**ITEM**

**ACTION BY**

**2.1 REVIEW OF PREVIOUS MINUTES (Outstanding Actions)**

- a. Item 1.2c Municipality indicated that the Project Team do not need to separately consult with the Councillors prior to the Public Information Centre and the EA Addendum posting.
- b. Item 1.3.3 (Tech Memo 2) – JLR asked if the Municipality was interested in visiting other municipality's wastewater treatment plants to see the operation of the various screening systems, to help select a technology. Municipality will wait for JLR to finish the EA Addendum process and may visit other facilities later in design.
- c. Item 1.5b – Municipality provided the requested items to JLR, including Wastewater Treatment System flow data for the first half of 2022. Municipality to provide additional flow data for 2020 and 2021.

Municipality

**2.2 TM-1: CONFIRMATION OF POPULATION GROWTH PROJECTIONS**

- a. JLR presented a couple of preliminary population growth scenarios to the Municipality (See attached summary following minutes). The two scenarios show that the flows may exceed 100% of the WPCP's rated capacity within 20-25 years, depending on the growth scenario and Class EA timeframe chosen.
- b. Municipality asked if they could operate the Wastewater Treatment System beyond 100% rated capacity. JLR said no, but they can perform a stress test on the system, to see if the existing facility can be re-rated.
- c. Municipality instructed JLR to carry forward using Scenario A (historic housing growth) with a 20-year timeline for the Class EA.

JLR

JLR

**2.3 SELECTION OF CLASS EA SCHEDULE**

- a. Municipality prefers to carry on with the Schedule B EA Addendum, maintaining the rated capacity of 4600m<sup>3</sup>/day and oversizing the new clarifier and other new infrastructure to facilitate future expansion.
- b. Municipality asked if different treatment technologies can be reviewed in the Schedule B Class EA Addendum. JLR said yes. The current project scope will incorporate the conceptual design prepared by GSS, but the technologies for headworks and sludge/solids management will be reviewed and selected.

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
Minutes of Meeting No. 2**

<u>ITEM</u>		<u>ACTION BY</u>
<b>2.4</b>	<b>OTHER TOPICS/BUSINESS</b>	
	a. Municipality is proceeding with a comprehensive inflow & infiltration (I&I) program later this year. Addressing I&I issues could improve the residual capacity of the Wastewater Treatment System. The ongoing I&I work will be noted in the EA Addendum report.	
	b. Municipality is working towards sludge removal from the facultative lagoon this summer. This may assist with the current concerns with elevated ammonia in the effluent discharge.	
	c. Municipality is initiating work to re-route stream to make room for the proposed upgrades. The discussion is ongoing with the Lower Trent Conservation Authority.	
	d. Municipality was considering expediting the installation of the enhanced aeration system for the aerated cell. JLR recommended for this work to wait until further progress is made in the EA Addendum process, when the design basis and conceptual design is confirmed.	
	e. Municipality asked if alternative power sources (solar, etc.) can be considered for the upgrades. JLR noted this can be considered during detailed design. The MECP is now requiring proponents to address climate change in the EA process. JLR will note in the EA Addendum Report that energy saving/green energy technologies to be considered in the detailed design.	JLR
	f. During a meeting that JLR joined with the Municipality, OCWA and GSS, it was noted that the aerated cell is currently operating as a sequencing batch reactor. JLR will be speaking with OCWA for clarification.	JLR
<b>2.5</b>	<b>NEXT MEETING</b>	
	a. Next meeting to be scheduled by JLR.	JLR
	b. JLR will be scheduling a site visit with OCWA to the Lagoon, to review the site and current operation.	
<b>2.6</b>	<b>ADJOURNMENT</b>	
	a. Meeting adjourned at 11:00 a.m.	

Prepared by:

Issued on: July 19, 2022



Matthew Marcuccio  
Civil Engineer

Distribution: All attendees

CC: N/A

Attachments: - Brighton Lagoon EA Addendum – Preliminary Growth Forecast Scenarios

## Matthew Marcuccio

---

**From:** Matthew Marcuccio  
**Sent:** Friday, June 24, 2022 2:53 PM  
**To:** Scott Poole; Bob Casselman  
**Cc:** Matthew Morkem; Susan Jingmiao Shi; Paul Walsh  
**Subject:** 31795-000 Brighton Lagoon EA Addendum - Growth Forecast Scenarios  
**Attachments:** Population Calculations Update draft.pdf

Good afternoon Scott, Bob,

A couple of growth scenarios were prepared based on information provided by Paul Walsh. We will review this at our meeting and select the scenario to carry through the project that will establish the design basis for the EA Addendum and Conceptual Design. A few items to note that we will discuss during our meeting:

1. Generally the MECP will want to see the municipalities plan for a capacity increase of their Wastewater Treatment System once 80% of its capacity is reached. This is because there is typically a timing issue between the identification of the need and the implementation of the upgrades. The plan could include allowing further growth beyond 80% of its rated capacity but would have to include timing of an EA, design and construction that would see a capacity increase prior to reaching the rated capacity.
2. Municipal Class Environmental Assessment (MCEA) typically requires proponents to review and plan for a 20yr horizon

### Scenario A:

- Population Growth Rate based on historical Building Permit data (69 homes per year), suggested by Paul Walsh
  - o Population growth of approximately 158.7 persons/year
- Over a 25-year period (2021-2046), the WWTP would be at 109% of the rated capacity.
  - o WWTP would exceed 80% rated capacity (3680 m3/d) by 2027
  - o WWTP would exceed 100% rated capacity (4600 m3/d) by 2040

### Scenario B:

- Population Forecast based on the Northumberland County Draft Official Plan growth forecast
  - o Population growth rate from 2016 to 2041 is about 100 persons/year
  - o Population growth rate from 2041 to 2051 is about 190 persons/year (or continue at previous rate)
- Over a 25-year period (2021-2046), the WWTP would be at about 96-101% of the rated capacity.
  - o WWTP would exceed 80% the rated capacity (3680 m3/d) by 2030
  - o WWTP would exceed 100% rated capacity (4600 m3/d) between 2046 and 2050 (depending on the use of 2016-2041 vs 2041-2051 rates from the draft County forecast)

### Class EA Selection - Schedule B vs Schedule C:

- Typically, a Schedule C Class EA (for plant expansion) is initiated when a WWTP reaches 80% of the current rated capacity. As seen above, both growth scenarios are anticipated to reach this point within 5-9 years (2027-2030).
- There are a few options:
  - o Continue with Schedule B EA Addendum, and monitor the Municipality's growth to initiate Schedule C when 80% Rated Capacity is reached. The conceptual design for the Schedule B Addendum could include some provisions to facilitate future expansion (slightly large clarifier, channels for headworks expansion etc.).
  - o Initiate Schedule C now, to expand the WWTP to the 25 years projections.

Regards,  
Matthew Marcuccio

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Sludge Management Workshop  
Minutes of Meeting No. 3**

<b>Attendance:</b>	Bob Casselman (BC)	Municipality of Brighton (Municipality)	BCasselman@brighton.ca
	Scott Poole (SP)	Municipality of Brighton (Municipality)	SPoole@brighton.ca
	Adam Walraven (AW)	Municipality of Brighton (Municipality)	awalraven@brighton.ca
	Jeff Graham (JG)	GSS Engineering Consultants Limited (GSS)	jeffgraham@gssengineering.ca
	Matt Morkem (MM1)	J.L. Richards & Associates Limited (JLR)	mmorkem@jlrichards.ca
	Susan Shi (SS)	J.L. Richards & Associates Limited (JLR)	sshijlrichards.ca
	Matthew Marcuccio (MM2)	J.L. Richards & Associates Limited (JLR)	mmarcuccio@jlrichards.ca

The meeting commenced at 10:00 a.m. on Thursday, August 18, 2022 via Video Conference (Microsoft Teams).

The following summary of the discussions of this meeting has been prepared to record decisions reached and actions required for the project. Please advise the undersigned of any errors or omissions within the next three business days.

**ITEM**

**ACTION BY**

**3.1 MEETING OBJECTIVES**

The objective is to provide the Municipality with the information needed to select a preferred solids treatment and sludge management solution. The focus of this meeting was not necessarily to pick a treatment technology, but to eliminate certain options and identify the approach for sludge treatment and management.

**3.2 EXISTING LAGOON TREATMENT PROCESS**

JLR provided a brief summary of the existing treatment process.

**3.3 PROPOSED TREATMENT PROCESS**

JLR provided a summary of proposed upgrades to the treatment system:

- New headworks
- Existing aeration lagoon
- New Clarifier (concept endorsed by council)
- Effluent from clarifier would either pass through stabilization lagoon (polishing) or a new disinfection unit (depending on the sludge management option).
- RAS is recirculated back to aeration lagoon
- WAS to solid treatment (method to be determined)

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Sludge Management Workshop  
Minutes of Meeting No. 3**

**ITEM**

**ACTION BY**

**3.4 SLUDGE TREATMENT AND SOLIDS MANAGEMENT OVERVIEW**

JLR provided a general overview of a sludge treatment and solids management process, consisting of WAS thickening, sludge stabilization and biosolids management.

- JLR noted that treatment step may be skipped, depending on the technology selected and the intended end use / disposal option.
- JLR noted that considerations for the selection of a preferred option includes:
  - End use,
  - Plant size, economies of scale
  - Land use, odour impact
  - Energy requirements
  - Sludge characteristics

**3.5 "EXIT STRATEGY" FOR SLUDGE TREATMENT AND SOLIDS MANAGEMENT**

JLR outlined the various points in the sludge treatment process where the Municipality can turn over to a third party to handle and dispose.

- Municipality prefers to stabilize the sludge on site.
- Municipality prefers to land apply treated biosolids.

**3.6 RECEIVERS FOR SLUDGE/BIOSOLIDS DISPOSAL**

JLR provided a summary of the various disposal options available for sludge and treated biosolids.

- Landfilling:
  - Landfilling of sludge or biosolids is generally being discouraged due to the limited space at available sites.
  - This option will not be carried forward for detailed evaluation.
- Land Application:
  - This option will provide a beneficial reuse of the sludge produced by the clarifier. The land application process can be managed by a third party.
  - The Municipality prefers this option over landfilling.
  - This option will be carried forward for detailed evaluation.
- Treatment at another WWTP:
  - Municipality does not desire to transport sludge to other plants for treatment. There are a limited number of large treatment plants nearby (i.e. Belleville, Cobourg), which would still be a long distance and costly to haul sludge daily.
  - This option will not be carried forward for detailed evaluation.

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Sludge Management Workshop  
Minutes of Meeting No. 3**

**ITEM**

**ACTION BY**

- Soils Management:
  - JLR mentioned this option is not feasible, due to the additional permitting, site upgrades, management and upkeep required to receive and excess soils and mix with sludge/biosolids.
  - This option will not be carried forward for detailed evaluation.

**3.7 WAS Thickening**

JLR provided an overview of the typical WAS thickening technologies available.

- JLR noted that thickening may not be needed depending on the stabilization technology selected.
- As all thickening options are feasible, the Municipality noted for the selection of a specific WAS thickening option would generally be made based on the capital and operating costs.

**3.8 Sludge Stabilization**

JLR provided an overview of the typical sludge stabilization technologies available. The following is a summary of the review and screening of the items:

- Lagoon Treatment
  - This option is common for treatment facilities that are lagoons converting to a mechanical treatment plant. This option is desirable for Brighton as the existing facultative lagoon is available to be converted into a WAS stabilization/storage pond.
  - This option will be carried forward into detailed evaluation
- Aerobic Digestion
  - This option is common for smaller treatment plants.
  - This option will be carried forward into detailed evaluation
- Anaerobic Digestion
  - This option is more common in larger treatment plants, where there is more biogas generation for heating/power generation.
  - This option will not be carried forward for detailed evaluation
- Lime Stabilization
  - This option is not common for municipal wastewater treatment. The process produces a higher volume of biosolids than influent sludge, and produces hazardous gasses to be managed. The option is not recommended,
  - This option will not be carried forward for detailed evaluation

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Sludge Management Workshop  
Minutes of Meeting No. 3**

**ITEM**

**ACTION BY**

**3.9 Biosolids Dewatering and Storage**

JLR provided an overview of the typical biosolids dewatering technologies available. The following is a summary of the review and screening of the items:

- Geotube®
  - JLR noted this technology is effective at dewatering biosolids, and has recently been installed in a few treatment plants in Ontario.
  - JLR noted that year-round operation would require additional winterization, including a greenhouse for a Geotube® pad, for filling during the winter.
  - This option will be carried forward into detailed evaluation
- Drying beds
  - Municipality noted that there are existing drying beds on site, but were abandoned as the beds were undersized for the sludge generated and process was labour intensive to fill and empty the beds
  - This option will not be carried forward into detailed evaluation
- Centrifuge
  - This option is not desirable, due to the high capital and operating costs (polymer, operation and maintenance, additional storage). It would be more feasible for a larger treatment plant.
  - This option will not be carried forward for detailed evaluation

**3.10 Phasing**

JLR noted that the EA Addendum will consider interim phasing of the upgrades.

**3.11 Feasible Solutions**

JLR will take the screened options discussed in the meeting to develop a list of alternative solutions for detailed evaluation

JLR

- One of the feasible solutions were discussed, which consisted of converting the facultative lagoon into a WAS stabilization lagoon (either the full area or install a berm to section a portion to for WAS stabilization). JLR will review feasibility.
  - JLR noted other Municipalities who use a WAS stabilization/storage pond, such as Thornbury and Lindsay WWTP
  - JLR to consider means to decant and address the risk of freezing, especially with the lower flows from just the WAS stream.
    - AW noted that the lagoon does freeze over the winter, except for the area around the inlet. They have never experienced an operation issue due to the freezing.

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Sludge Management Workshop  
Minutes of Meeting No. 3**

**ITEM**

**ACTION BY**

- Options that were brought up include adding surface aerators to keep the water moving, or add a small constant flow of effluent water which would decant back to the aerated lagoon.

**3.12 NEXT MEETING**

- To be determined.

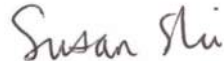
**3.13 ADJOURNMENT**

- a. Meeting adjourned at 11:00 a.m.

Prepared by:

Reviewed by:

Issued on: September 27, 2022



Matthew Marcuccio  
Civil Engineer

Susan Shi  
Senior Environmental Engineer

Distribution: All attendees

CC: N/A

Attachments: - Brighton Lagoon EA Addendum – Sludge management Workshop Presentation



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## Brighton Lagoon Schedule 'B' Class EA Addendum

### Workshop - Solids Treatment and Sludge Management Options

Presented by: J.L. Richards & Associates Limited  
JLR No.: 31795-000  
Date: August 18, 2022



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Solids Treatment and Sludge Management Options**



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## Meeting Agenda

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- Meeting Objectives
- Overview of Existing Lagoon Treatment
- Proposed Upgrades
- Overview of Sludge Management Technologies / Alternatives
- Level of Involvement for Solids Treatment and Sludge Management
- Review of Solids Treatment and Sludge Management Options
- ***Discuss long-term planning and phased implementation (to be completed at the meeting)***
- ***Develop short-listed options (to be completed at the meeting)***



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Solids Treatment and Sludge Management Options**




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## Objectives


- The objective of this meeting is to provide the Municipality with the information needed to select a preferred solids treatment and sludge management solution.
- Through the Class EA Addendum process, a preferred solids treatment and sludge management solution should be selected to:
  - Effectively treat and manage sludge generated from the secondary clarifier
  - Provide a solution that requires a reasonable level of effort (i.e., “exit strategy”)
  - Facilitate long-term site planning, even beyond 20 years
  - Provide flexibility for implementation
  - Promote beneficial use of sludge/ biosolids
  - Minimize environmental impacts and satisfy MECP requirements



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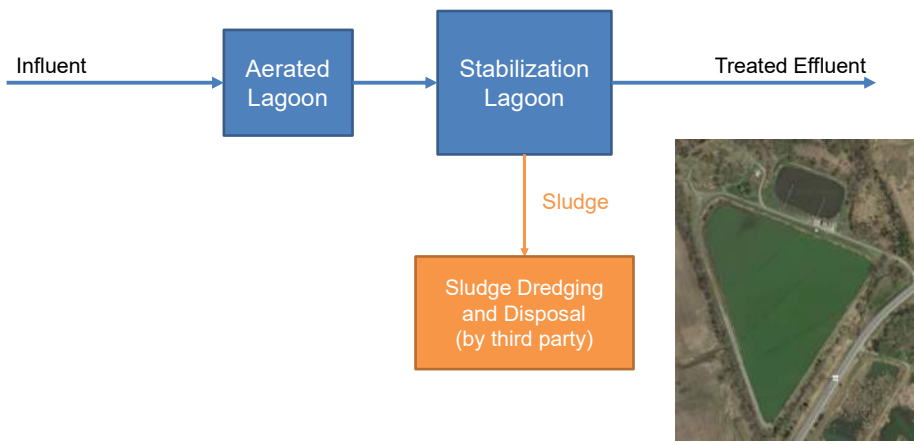
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Solids Treatment and Sludge Management Options**



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## Existing Lagoon Treatment Process



```

graph LR
    Influent --> A[Aerated Lagoon]
    A --> B[Stabilization Lagoon]
    B --> TreatedEffluent[Treated Effluent]
    B -- Sludge --> C[Sludge Dredging and Disposal (by third party)]
  
```

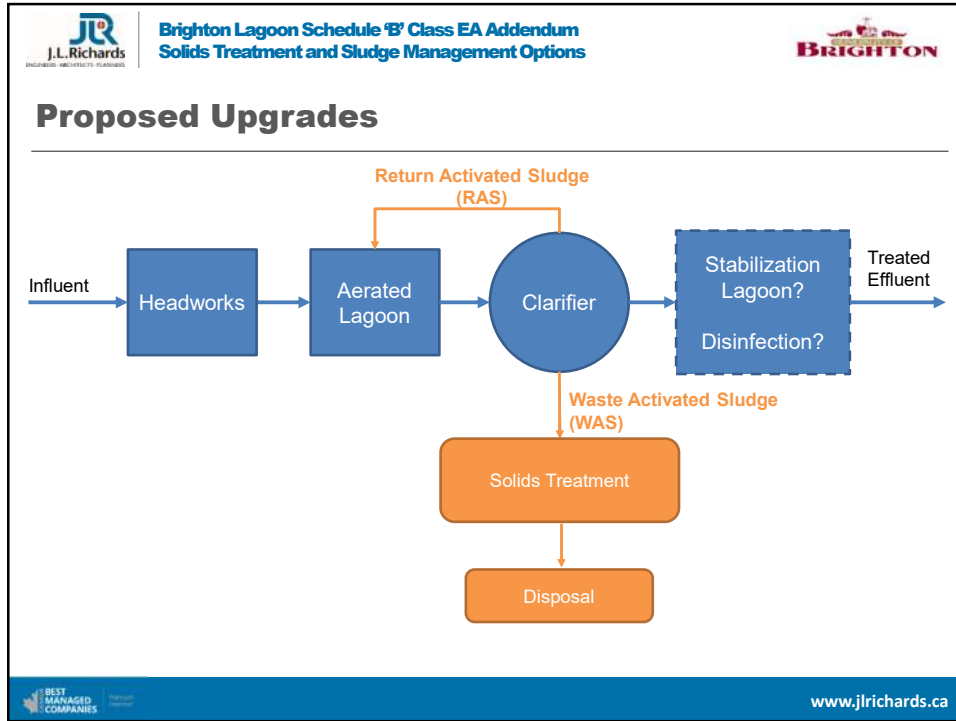
The diagram illustrates the existing lagoon treatment process. It starts with 'Influent' entering an 'Aerated Lagoon'. The output of the Aerated Lagoon goes to a 'Stabilization Lagoon'. From the Stabilization Lagoon, 'Treated Effluent' is discharged. Additionally, 'Sludge' is removed from the Stabilization Lagoon and sent to 'Sludge Dredging and Disposal (by third party)'. An aerial photograph of the lagoon facility is shown to the right of the flowchart.



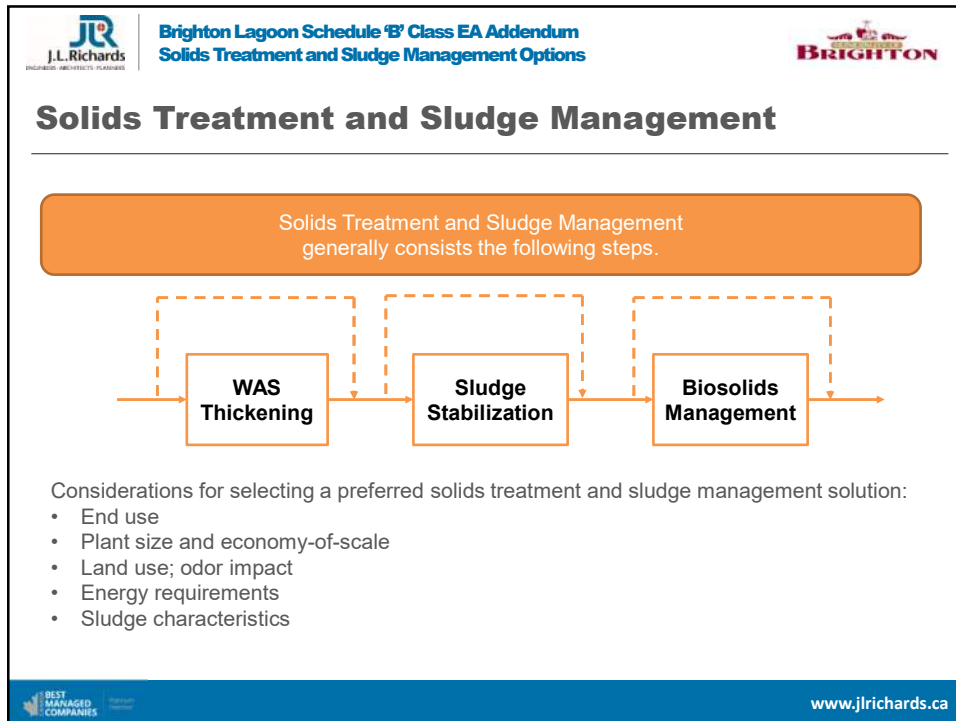
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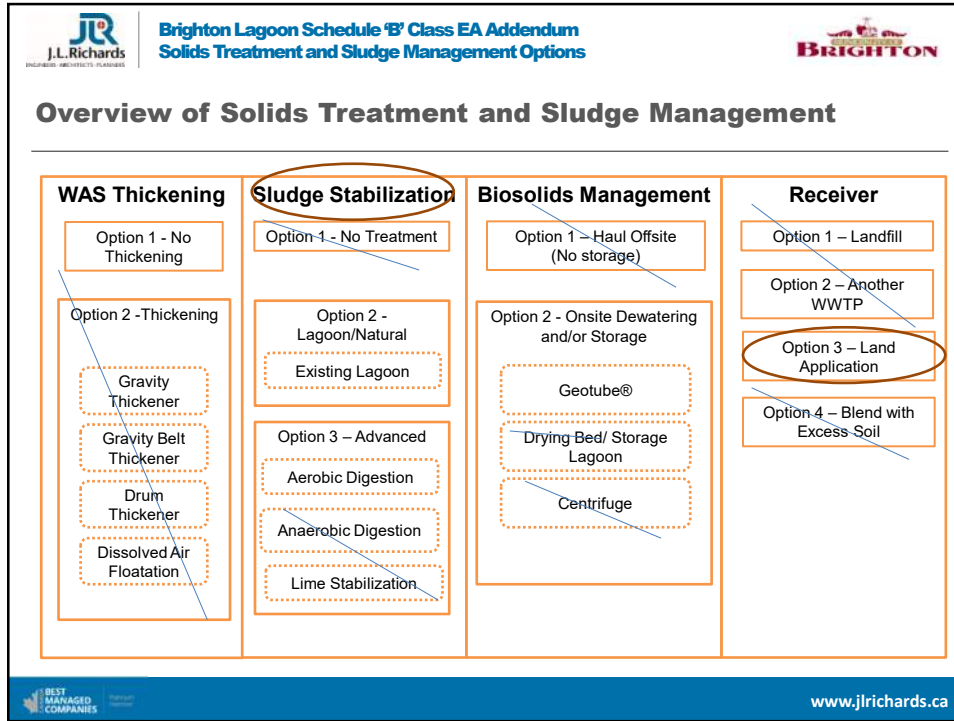
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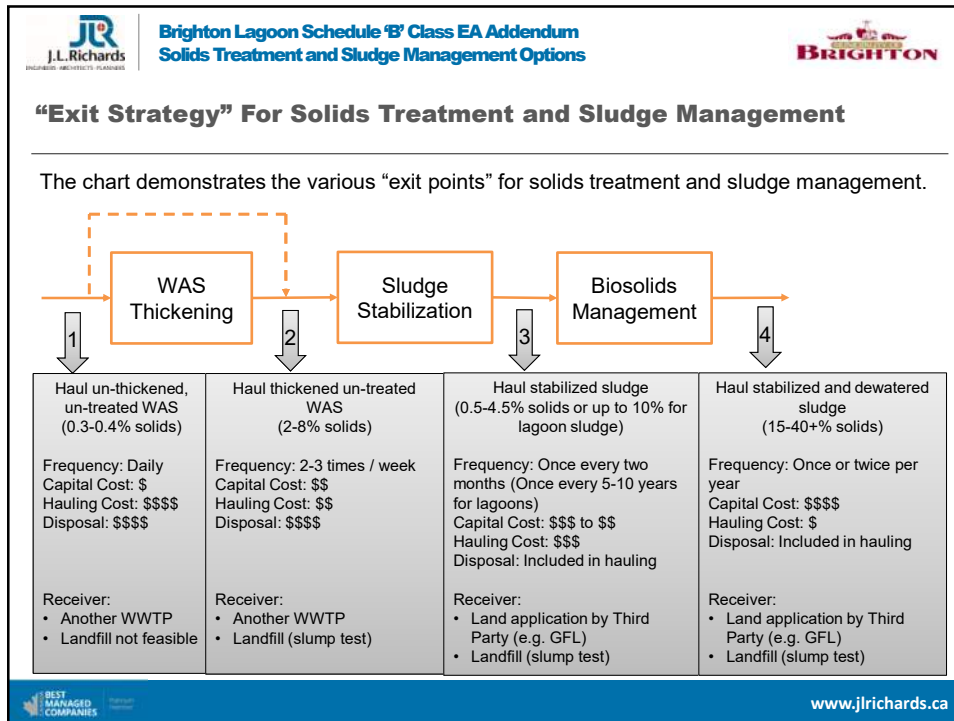
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**Solids Treatment and Sludge Management Options**




## Receivers

<p style="text-align: center;"><b>Option 1 – Landfill</b></p> <p>Disposal at landfill. Usually requires slump test.</p> <ul style="list-style-type: none"> <li>• <b>Pros:</b> <ul style="list-style-type: none"> <li>• Less stringent treatment requirements</li> </ul> </li> <li>• <b>Cons:</b> <ul style="list-style-type: none"> <li>• Haulage/tipping fees.</li> <li>• Limited landfill sites.</li> <li>• Poor environmental impact. Generally being discouraged.</li> </ul> </li> </ul> <p><b>Legislation:</b> O.Reg. 347 (General – Waste Management)</p>	<p style="text-align: center;"><b>Option 2 – Another WWTP</b></p> <p>Haul to another WWTP in the area for further treatment. Usually requires an agreement with the other municipalities or facilities.</p> <ul style="list-style-type: none"> <li>• <b>Pros:</b> <ul style="list-style-type: none"> <li>• Promote beneficial reuse of sludge</li> </ul> </li> <li>• <b>Cons:</b> <ul style="list-style-type: none"> <li>• Haulage and disposal fees</li> <li>• Negotiation with other municipalities or facilities; may not be feasible for the long term</li> </ul> </li> </ul>
<p style="text-align: center;"><b>Option 3 – Reuse/Land Application</b></p> <p>Using treated biosolids as fertilizer or soil conditioning. Requires sludge stabilization for this option to become feasible.</p> <ul style="list-style-type: none"> <li>• <b>Pros:</b> <ul style="list-style-type: none"> <li>• Beneficial use instead of landfill.</li> </ul> </li> <li>• <b>Cons:</b> <ul style="list-style-type: none"> <li>• Requires site storage during periods when land application is not feasible.</li> <li>• Stringent sampling/testing requirements.</li> <li>• Requires Approval of Non-Agricultural Source Materials (NASM) Plan by Ministry of Agriculture.</li> <li>• Additional effort for agreements, permits and procedures (if managed by Municipality).</li> </ul> </li> </ul> <p><b>Legislation:</b> O.Reg. 267/03 (Nutrient Management Act)</p>	<p style="text-align: center;"><b>Option 4 - Soils Management</b></p> <p>Temporary storage of sludge or biosolids with excess soils.</p> <ul style="list-style-type: none"> <li>• <b>Pros:</b> <ul style="list-style-type: none"> <li>• Provides excess soil storage.</li> </ul> </li> <li>• <b>Cons:</b> <ul style="list-style-type: none"> <li>• Requires additional permitting (ECA Waste) to become a soils waste site.</li> <li>• Not feasible from a beneficial reuse perspective.</li> </ul> </li> </ul> <p><b>Legislation:</b> O.Reg. 406/19 (On-Site and Excess Soil Management)</p>




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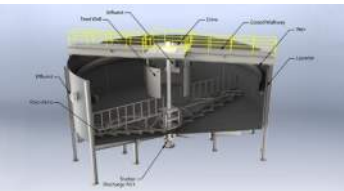


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**Brighton Lagoon Schedule 'B' Class EA Addendum**  
**Solids Treatment and Sludge Management Options**




## WAS Thickening Options



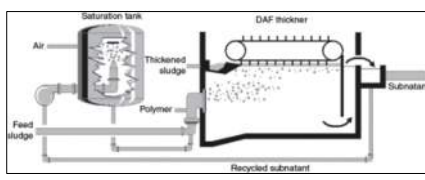
**Gravity Thickener**




**Gravity Belt Thickener**  
*(requires sludge storage)*



**Rotary Drum Thickener**  
*(requires sludge storage)*



**Dissolved Air Flotation**



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**Brighton Lagoon Schedule 'B' Class EA Addendum  
Solids Treatment and Sludge Management Options**



## Sludge Stabilization Options

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**Lagoon Treatment**  
*(feasible for mechanical plant converted from lagoons; modifications option available)*



**Aerobic Digestion**  
*(suitable for small plant and commonly used)*



**Anaerobic Digestion**  
*(suitable for large plant or limited space)*




**Lime Stabilization**  
*(not common)*




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Solids Treatment and Sludge Management Options**




## Biosolids Management Options

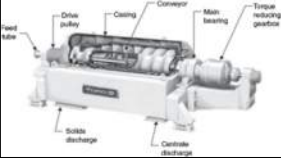
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**Sludge Drying Bed/ Storage Lagoon**



**Geotube ®**  
*(No additional storage required)*




**Centrifuge**  
*(Additional storage required)*




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**Solids Treatment and Sludge Management Options**




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## Phasing of Proposed Solids Treatment and Sludge Management

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To discuss the Municipality's general approach:


- Ultimately, the Municipality should select a solids treatment and sludge management strategy that will work for the long term (i.e. beyond 20 years planning horizon).
- Solids treatment and sludge management upgrades is required with the new secondary clarifier.
- The implementation of the ultimate solids treatment and sludge management strategy can be phased.
- To be further explored and discussed at the meeting... For example:
  - If advanced stabilization is preferred, an interim solution is available (i.e. reuse facultative lagoon as WAS storage) until the Municipality is ready to implement the advanced treatment system.
  - Biosolids dewatering (e.g., Geotube®) may be constructed now to facilitate the facultative lagoon dredging operation (i.e. reduced volume to haul away), which will be ultimately be converted to a year-round dewatering facility as a part of the overall solution.



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## Discussion with Municipality on “Exit Strategy” and Short-Listed Options

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Yes or No?	Short Listed Options: • To be discussed	Yes or No? Short Listed Options: • To be discussed	Short Listed Options: • To be discussed
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 **Brighton Lagoon Schedule 'B' Class EA Addendum**  
**Solids Treatment and Sludge Management Options** 

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## Proposed Solids Treatment and Sludge Management Options

To be completed at the meeting

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**Thank you!**


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## Feasible Solutions


(In the order of increased treatment efficiencies and capital costs)


- Solution 1A – Convert existing facultative lagoon to WAS storage pond without aeration. Periodic lagoon clean out. (TBD – Build in small WAS pond for interim)


- Solution 1B – Convert existing facultative lagoon to WAS storage pond, with supplemental aeration. Periodic lagoon clean out


- Solution 2 – Convert existing facultative lagoon to WAS storage pond, with supplemental aeration. Install Geotube to dewater sludge during periodic lagoon cleanout.


- Solution 3 – Install aerobic digester. Install Geotube to dewater and storage biosolids year-around.





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Phase 1 – Aeration, berm to contain solids, baffle modification

Phase 2 – Headworks (with PS), Clarifier, Sludge treatment





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**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
Minutes of Meeting No. 4 – Tech Memo Overview And Preparation For MECP Consultation**

<b>Attendance:</b>	Scott Poole (SP)	Municipality of Brighton (Municipality)	SPoole@brighton.ca
	Leslie Whiteman (LW)	Municipality of Brighton (Municipality)	lwhiteman@brighton.ca
	Adam Walraven (AW)	Municipality of Brighton (Municipality)	awalraven@brighton.ca
	Matt Morkem (MM1)	J.L. Richards & Associates Limited (JLR)	mmorkem@jlrichards.ca
	Susan Shi (SS)	J.L. Richards & Associates Limited (JLR)	ssh@jlrichards.ca
	Matthew Marcuccio (MM2)	J.L. Richards & Associates Limited (JLR)	mmarcuccio@jlrichards.ca

The meeting commenced at 9:30 a.m. on Wednesday, September 14, 2022 via Video Conference (Microsoft Teams).

The following summary of the discussions of this meeting has been prepared to record decisions reached and actions required for the project. Please advise the undersigned of any errors or omissions within the next three business days.

<u>ITEM</u>	<u>ACTION BY</u>
<p><b>4.1 Meeting Objective:</b>  The purpose of the meeting is for JLR to provide a brief overview of Tech Memos No.2 (Headworks Evaluation and No.3 (Sludge Treatment and Biosolids Management Evaluation), and to review the presentation material in preparation for the meeting with MECP.</p>	
<p><b>4.2 Technical Memo No. 2 (Headworks Evaluation):</b>   JLR provided a brief summary of Tech Memo No.2</p>	
<p>a) Headworks location: Municipality wants to leave the location of the headworks open. JLR to revise TM-2 to recommend monitoring the treatment performance with the upgraded aeration. If the performance of the aeration is unaffected without screening, Municipality may want a value engineering review of the costs/performance review of the headworks location.</p>	JLR
<p>b) Screening Municipality expressed concern with maintenance of outdoor headworks equipment in the winter. JLR noted that outdoor installation was suggested as a savings in capital costs.</p> <p>a. JLR to revise TM-2 to include costs for indoor installations for all screening options, and then include a suggestion of value engineering to review indoor vs outdoor installation.</p>	JLR
<p>c) Grit Removal: Efficient grit removal is not as important in the Brighton treatment system as in other full mechanical plants, so a vortex unit may not be necessary. Municipality prefers Option 1 (horizontal flow grit channel) due to the lower capital cost. JLR will revise as noted.</p>	JLR

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
Minutes of Meeting No. 4 – Tech Memo Overview And Preparation For MECP Consultation**

<u>ITEM</u>		<u>ACTION BY</u>
<b>4.3</b>	<b>Technical Memo No. 3 (Sludge Treatment and Biosolids Management Evaluation)</b>	
	JLR provided a brief summary of Tech Memo No.3	
	a) Municipality preferred lagoon stabilization but asked JLR to revise report to keep the flexibility for the size of lagoon that will be converted into the WAS storage pond.	JLR
	b) JLR noted that once the clarifiers are installed, the liquid train would not be discharged into the lagoon. Disinfection may be needed prior to discharge.	
<b>4.4</b>	<b>Presentation to MECP</b>	
	a) JLR prepared slides to present to the MECP, showing the progress made to date and the anticipated phasing of upgrades moving forward.	
	b) The current ECA anticipated the construction of the MBBR and included additional effluent compliance requirements. During the meeting MECP will be asked if the ECA can be rescinded back to the previous ECA, with the compliance requirements for lagoon treatment.	
<b>4.5</b>	<b>Other Business</b>	
	a) Cambium prepared natural resource inventory - JLR to send to Muni	JLR
<b>4.6</b>	<b>NEXT MEETING</b>	
	a. Pre-Consultation Meeting with MECP scheduled for September 15, 2022 at 9:30am	
<b>4.7</b>	<b>ADJOURNMENT</b>	
	a. Meeting adjourned at 10:30 a.m.	

Prepared by:

Issued on: September 27, 2022



Matthew Marcuccio  
Civil Engineer

Distribution: All attendees

CC: N/A

Attachments: -

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
MECP Consultation Meeting**

<b>Attendance:</b>	Scott Poole (SP)	Municipality of Brighton (Municipality)	spoole@brighton.ca
	Bob Casselman (BC)	Municipality of Brighton (Municipality)	bcasselman@brighton.ca
	Leslie Whiteman (LW)	Municipality of Brighton (Municipality)	lwhiteman@brighton.ca
	Adam Walraven (AW)	Municipality of Brighton (Municipality)	awalraven@brighton.ca
	Viktoria Light (VL)	Ministry of the Environment, Conservation and Parks (MECP)	viktoria.light@ontario.ca
	Jacqueline Fuller (JF)	Ministry of the Environment, Conservation and Parks (MECP)	jacqueline.fuller@ontario.ca
	Jon Orpana (JO)	Ministry of the Environment, Conservation and Parks (MECP)	jon.orpana@ontario.ca
	Vince Pileggi (VP)	Ministry of the Environment, Conservation and Parks (MECP)	vince.pileggi@ontario.ca
	Wayne Simpson (WS)	Ministry of the Environment, Conservation and Parks (MECP)	wayne.simpson@ontario.ca
	Matt Morkem (MM1)	J.L. Richards & Associates Limited (JLR)	mmorkem@jlrichards.ca
	Susan Shi (SS)	J.L. Richards & Associates Limited (JLR)	sshi@jlrichards.ca

The meeting commenced at 9:30 a.m. on Thursday, September 15, 2022 via Video Conference (Microsoft Teams).

The following summary of the discussions of this meeting has been prepared to record decisions reached and actions required for the project. Please advise the undersigned of any errors or omissions within the next three business days.

**ITEM**

**ACTION BY**

**1.0**

**Meeting Objective:**

The purpose of the meeting is to provide a brief overview of the Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum project.

A PowerPoint presentation was given by JLR at the meeting and is included in the attachment of this meeting minutes.

**2.0**

**Introduction**

The following introductions were made:

- Jacqueline Fuller – Peterborough District Water Supervisor, MECP
- Viktoria Light – Regional Water Inspector, MECP
- Jon Orpana – Eastern Region EA Coordinator, MECP
- Vince Pileggi – Standard Development Branch, MECP
- Wayne Simpson – Permissions Branch, MECP
- Bob Casselman – CAO, Municipality
- Scott Poole – Interim Manager of Environmental Services, Municipality
- Leslie Whiteman – Director of Public Works and Infrastructure, Municipality

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
MECP Consultation Meeting**

**ITEM**

**ACTION BY**

- Matt Morkem – Project Manager, JLR
- Susan Shi – EA Lead, JLR

**3.0 Discussions**

This section documents the discussion points and action items from the meeting:

- MECP asked JLR to send the draft Technical Memorandum No.2 – Headworks and No.3 – Sludge Treatment and Solids Management to MECP (Viktoria, Vince and Wayne) for review JLR
- It was noted that the mechanical aerators were replaced 8 years ago and that GSS has been working with the Municipality to address the ammonia treatment issue. The aerators are not efficient and have not proven to provide consistent treatment results.
- MECP indicated that they want to see the entire project going as one phase to address the long-term issues. MECP did not support the phased approach.
- MECP also indicated that ammonia compliance issue is the most urgent one to address.
- The Municipality has indicated that they would like to get moving on the design phase of the project as soon as possible to mitigate the concerns by MECP. The Municipality has set aside \$9 million as a budget item for this plant upgrades.
- MECP has requested a separate meeting to discuss the WAS storage lagoon option. JLR will set up the meeting.
- JLR has requested further clarification on the effluent E.Coli. compliance requirements. Viktoria will follow up with Victor Castro (MECP) on the limit and objective. MECP
- The constructed wetland was discussed. MECP stated that they view the system as unpredictable for plant effluent polishing and that it is difficult to control effluent quality. The current compliance sampling point is upstream of the constructed wetland.

**4.0 ADJOURNMENT**

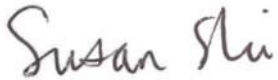
- a. Meeting adjourned at 10:30 a.m.

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
MECP Consultation Meeting**

Prepared by:

Issued on: October 11, 2022



Susan Jingmiao Shi, P.Eng., M.Eng.  
Associate, Senior Environmental Engineer

Distribution: All attendees  
CC: David Bradley, MECP, [David.bradley@ontario.ca](mailto:David.bradley@ontario.ca)  
Attachments: PowerPoint Presentation – Brighton Lagoon EA Update



## **Brighton Lagoon Schedule 'B' Class EA Addendum**

## **MECP Consultation Meeting**

Date: September 15, 2022

# Meeting Agenda

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- Meeting Objectives (EA Addendum)
- Overview of EA Addendum Process
- Existing Brighton Lagoon System
- Summary of Work Completed to Date:
  - Tech Memo No.1 (Updated Growth Evaluation)
  - Tech Memo No.2 (Headworks Evaluation)
  - Tech Memo No.3 (Solids Treatment and Sludge Management Evaluation)
- Proposed Upgrades (Site Plan)
- Phased Implementation of Upgrades
- Next Steps

# Meeting Objectives

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- To provide the MECP with the progress of the Class EA Addendum, and an overview of proposed upgrades.
- The intent of this EA Addendum is to capture the changes that have occurred since the completion of the previous Schedule 'B' EA.
  - 2017 – Schedule B Class EA (preferred solution for a specialized treatment system with various modifications).
  - 2020 – Design and Tender by GHD to construct a MBBR system, cancelled due to budgetary constraints
  - 2021 – Amended ECA Approval 3644-BWXRNN
  - 2021 – GSS Study and Conceptual Design for the improved aeration and new secondary clarifier
  - 2022 – RVA Technical Review of GSS proposed upgrades
  - Ongoing – Schedule B Class EA Addendum – updated growth projections, headworks technology evaluation, sludge treatment technology evaluation
  - Other Activities:
    - Sludge Removal From Facultative Lagoon – Completed September 3, 2022

# Overview of the Schedule 'B' Class EA Addendum Process



- ✓ **Tech Memo 1 – Growth Updates, Tech Memo 2 – Headworks, Tech Memo 3 – Sludge Treatment and Biosolids Management** already developed

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- ✓ **Alternative Solutions Concepts** developed and reviewed against an evaluation matrix.

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- ✓ Preliminary assessment of **Costing** for each alternative solution.

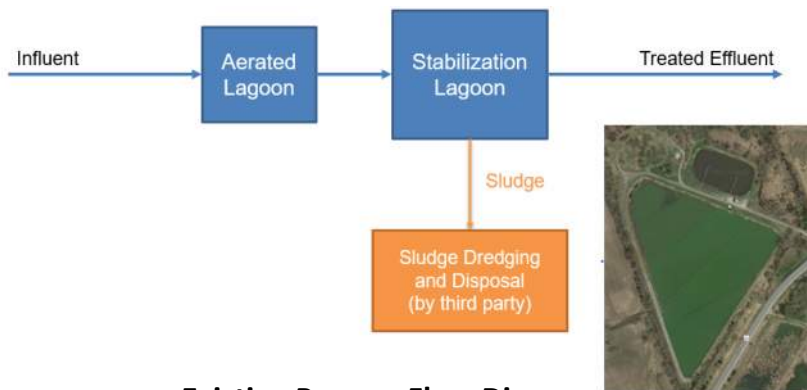
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- ✓ **Public Consultation** with general public, stakeholder agencies and Township staff.

# Brighton Lagoon Treatment System



**Brighton Lagoon Treatment System Site Plan (from 2017 Class EA)**



**Existing Process Flow Diagram**

- The wastewater treatment system consisting of:
  - A pre-aeration lagoon cell (0.68 ha)
  - A single facultative stabilization lagoon cell (5.44 ha)
  - A constructed wetland (6.2 ha)
  - A chemical storage/feed system
  
- Brighton Lagoon Treatment System is:
  - A continuously operated system that discharges year-round
  - Currently rated for 4,600 m<sup>3</sup>/d average day flow

## Problem/Opportunity Statement (from 2017 Schedule B Class EA)

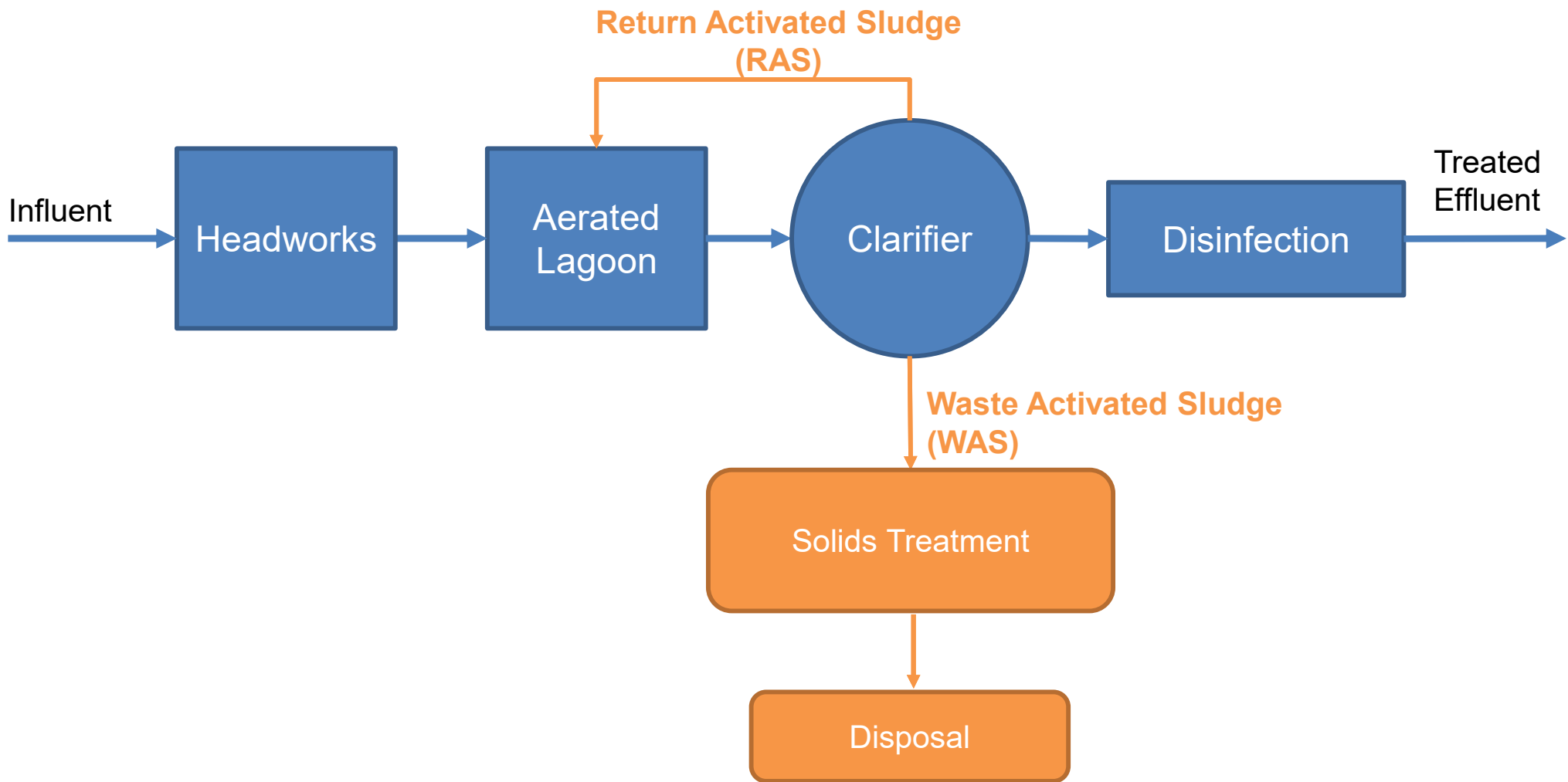
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*The Brighton communal sewage system generally consists of several kilometers of gravity collection sewers, a main pumping station, a smaller sub-area pumping station and a continuously discharged lagoon based treatment system that includes an aeration cell, a waste stabilization pond, a constructed wetland and a continuous chemical feed system for phosphorus removal. The treatment system is currently licensed under Environmental Compliance Approval (ECA) No. 3081-9XQNZK which stipulates certain operational and performance requirements. The system currently services an estimated population of 6462 and some population growth is projected to occur within the 20 year planning period that will generate additional flows and increase hydraulic loading to the treatment system. The system is currently only operating at approximately 60% to 70% of its ECA rated “hydraulic” capacity.*

*Based on an evaluation of the available operational historical treated effluent data, it has been determined **that the treatment system has regular difficulties in achieving the effluent quality** required by ECA No. 3081-9XQNZK, **particularly for ammonia and in some cases Total Phosphorus**. A review of historical raw sewage quality, hydraulic input and the overall physical configuration of the Lagoon based treatment system, indicates that the relatively high strength raw sewage combined with physical limitations of the treatment system is the primary cause for the treated effluent exceedances. The system, as currently configured, is not capable of treating the organic loadings received from the collection system. Further the constructed wetland portion of the treatment system is not providing any significant treatment with respect to the parameters of concern.*

*In addition, the Harbour Street SPS and the Lagoon based treatment system were evaluated as part of Phase 1 of the Class EA. Due to the age and condition of the existing infrastructure, within the next 7 years approximately \$443,000 in infrastructure rehabilitation and maintenance is required*

# Proposed Upgrades



## Technical Memo 1 (Updated Growth Projections)

5-year Average Day Flow (ADF) (2017-2021)	3,290 m <sup>3</sup> /day
Residential Unit Projected Flow (2021-2041)	1,201 m <sup>3</sup> /day
ICI Projected Flow (2021-2041)	6 m <sup>3</sup> /day
Projected ADF (2041)	4,497 m <sup>3</sup> /day
Existing Treatment Rated Capacity	4,600 m <sup>3</sup> /day
20-Year ADF	98%

- 20-year forecast within current rated capacity of Brighton Lagoon
- Conclusions:
  - Class EA will remain as Schedule B; Project will carry forward as an Addendum to the EA
  - Design basis will remain at the existing rated capacity (4,600 m<sup>3</sup>/d)

## Technical Memo 2 (Headworks) Preliminary Screening

Headworks Location	1) No Headworks	2) Upstream of Aerated Lagoon <input checked="" type="checkbox"/>	3) Downstream of Aerated Lagoon	
Screening Technology	1) Multi-rake Mechanical Bar Screen <input checked="" type="checkbox"/>	2) Perforated Plate Step Screen <input checked="" type="checkbox"/>	3) Inclined Auger Screen <input checked="" type="checkbox"/>	4) Manual Bar Screen
Grit Removal Technology	1) Horizontal Flow Grit Channel <input checked="" type="checkbox"/>		2) Aerated Grit Removal	3) Vortex Grit Removal <input checked="" type="checkbox"/>

## Technical Memo 2 (Headworks) Detailed Evaluation

	Preferred Alternative
<b>Headworks Location</b>	<ul style="list-style-type: none"> <li>Upstream of aerated lagoon</li> </ul>
<b>Screening Technology</b>	<ul style="list-style-type: none"> <li>Inclined auger screen</li> </ul>
<b>Grit Removal Technology</b>	<ul style="list-style-type: none"> <li>Vortex grit removal</li> </ul>

- Preferred solution is a new headworks upstream of aerated lagoon, consisting of an inclined auger screen and horizontal grit channel

## Technical Memo 3 (Sludge Treatment and Solids Management Evaluation) Preliminary Screening

WAS Thickening	1) No Thickening <input checked="" type="checkbox"/>		2) Thickening <input checked="" type="checkbox"/> (Gravity Thickener, Gravity Belt Thickener, Rotary Drum Thickener, Dissolved Air Flotation)		
Sludge Stabilization	1) No Treatment	2) Lagoon Stabilization <input checked="" type="checkbox"/>	3) Aerobic Digestion <input checked="" type="checkbox"/>	4) Anaerobic Digestion	5) Lime Stabilization
Biosolids Management	1) Haul Off-site (No on-site storage) <input checked="" type="checkbox"/>		2) Storage Lagoon <input checked="" type="checkbox"/>		3) Onsite Dewatering and/or Storage (Drying Beds, <b>Geotube</b> ®, Centrifuge) <input checked="" type="checkbox"/>
Disposal	1) Landfill Disposal	2) Treatment at Another WWTP	3) Land Application <input checked="" type="checkbox"/>		4) Soils Management

## Technical Memo 3 (Sludge Treatment and Solids Management Evaluation)

	<u>Solution 1a: Lagoon Stabilization</u> <input checked="" type="checkbox"/>	<u>Solution 1b: Lagoon Stabilization with Geotube Dewatering</u> <input checked="" type="checkbox"/>	<u>Solution 2a: Aerobic Digestion</u>	<u>Solution 2b: Aerobic Digestion with Geotube Dewatering</u>
<b>WAS Thickening</b>	<ul style="list-style-type: none"> <li>No Thickening</li> </ul>	<ul style="list-style-type: none"> <li>No Thickening</li> </ul>	<ul style="list-style-type: none"> <li>No Thickening</li> </ul>	<ul style="list-style-type: none"> <li>No Thickening</li> </ul>
<b>Sludge Treatment</b>	<ul style="list-style-type: none"> <li>Lagoon WAS Stabilization</li> </ul>	<ul style="list-style-type: none"> <li>Lagoon WAS Stabilization</li> </ul>	<ul style="list-style-type: none"> <li>Aerobic Digestion</li> </ul>	<ul style="list-style-type: none"> <li>Aerobic Digestion</li> </ul>
<b>Biosolids Management</b>	<ul style="list-style-type: none"> <li>Lagoon storage, with periodic clean-out.</li> </ul>	<ul style="list-style-type: none"> <li>Periodic clean-out with Geotube Dewatering</li> </ul>	<ul style="list-style-type: none"> <li>Haul Biosolids off-site (no dewatering)</li> </ul>	<ul style="list-style-type: none"> <li>Geotube Dewatering (year-round filling)</li> </ul>
<b>Disposal</b>	<ul style="list-style-type: none"> <li>Land Application</li> </ul>	<ul style="list-style-type: none"> <li>Land Application</li> </ul>	<ul style="list-style-type: none"> <li>Land Application</li> </ul>	<ul style="list-style-type: none"> <li>Land Application</li> </ul>

- Preferred solution is for a converting the existing facultative lagoon into a WAS stabilization pond. Biosolids will be cleaned out periodically for land application, either being hauled away immediately, or dewatered in Geotubes.

## **Proposed Upgrades (Conceptual Site Plan)**



# Phased Implementation

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## Immediate Project:

- Sludge cleanout in the aerated lagoon
- Install new aerators in aerated lagoon – improve mixing/nitrification
- Optimize baffle curtains in facultative lagoon – identified in previous EA for optimizing the process

## Future Projects:

- New Headworks Building
- New Clarifier – Improve effluent quality and nitrification
- Convert Facultative Lagoon to WAS Storage Pond
- Biosolids Management – Clean out WAS pond for land application

# Next Steps

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<b>Milestone</b>	<b>Date</b>
Public Information Centre	End of September/ Early October 2022
EA Addendum Report	October 2022
Notice of Filing of Addendum	October 2022
Conceptual Design	October – November 2022
Aerated Lagoon Upgrades (Design)	Starting in December 2022

# Discussions

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- Permits and Approvals - Effluent Requirements
- Permits and Approvals – Limited Operational Flexibility (Lagoon aeration)



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**Thank you!**

**Municipality of Brighton  
 Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
 MECP Consultation Meeting No.2**

<b>Attendance:</b>	Leslie Whiteman (LW)	Municipality of Brighton (Municipality)	lwhiteman@brighton.ca
	Adam Walraven (AW)	Municipality of Brighton (Municipality)	awalraven@brighton.ca
	Vince Pileggi (VP)	Ministry of the Environment, Conservation and Parks (MECP)	vince.pileggi@ontario.ca
	Wayne Simpson (WS)	Ministry of the Environment, Conservation and Parks (MECP)	wayne.simpson@ontario.ca
	Victor Castro (VC)	Ministry of the Environment, Conservation and Parks (MECP)	Victor.castro@ontario.ca
	Matt Morkem (MM)	J.L. Richards & Associates Limited (JLR)	mmorkem@jlrichards.ca
	Susan Shi (SS)	J.L. Richards & Associates Limited (JLR)	sshi@jlrichards.ca

The meeting commenced at 10:00 a.m. on Friday, September 23, 2022 via Video Conference (Microsoft Teams).

The following summary of the discussions of this meeting has been prepared to record decisions reached and actions required for the project. Please advise the undersigned of any errors or omissions within the next three business days.

**ITEM**

**ACTION BY**

**1.0**

**Meeting Objective:**

The purpose of the meeting is to review the sludge treatment and solids management options related to WAS storage lagoon option currently being proposed in the EA Addendum.

**2.0**

**Discussions**

This section documents the discussion points and action items from the meeting:

- JLR presented the block flow diagram for the proposed upgrades (refer to the email attachment) and explained that the intent is to separate liquid treatment from solids treatment. The secondary clarifier effluent would go directly to the plant effluent. The WAS will be stored and treated in the existing facultative lagoon. Supplemental aeration will be provided in the WAS storage lagoon to mitigate odor and freezing concerns.
- MECP has no major concern over the proposed approach. MECP stated that the proposed design should meet the ultimate objectives of odor reduction, pathogen reduction and sludge stabilization for sludge treatment. Any departure from MECP Design Guideline for Sewage Works should be identified with a plan to deal with such departure. The proposed design should demonstrate proper mixing, aeration to facilitate sludge stabilization. Rationale and engineering calculations should be included in the report to support such decision.
- The objectives and limits on *E.Coli.* were also discussed. MECP will be looking for 200CFU/100 mL for limit, and 100 CFU/100mL for objectives.

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
MECP Consultation Meeting No.2**

**ITEM**

**ACTION BY**

- The phased implementation of the proposed upgrades was briefly discussed. MECP indicated that the decision ultimately lies with Viktoria Light and her supervisor in the compliance branch.

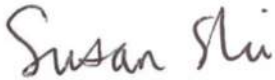
MECP

**3.0 ADJOURNMENT**

- a. Meeting adjourned at 11:00 a.m.

Prepared by:

Issued on: October 11, 2022



Susan Jingmiao Shi, P.Eng., M.Eng.  
Associate, Senior Environmental Engineer

Distribution: All attendees

CC: Viktoria Light, MECP, [Viktoria.light@ontario.ca](mailto:Viktoria.light@ontario.ca)  
Scott Poole, Municipality, [spoole@brighton.ca](mailto:spoole@brighton.ca)

Attachments: Email communication from Susan Shi on September 19, 2022

## Susan Jingmiao Shi

---

**From:** Susan Jingmiao Shi  
**Sent:** Monday, September 19, 2022 3:52 PM  
**To:** Simpson, Wayne (MECP); Matthew Morkem  
**Cc:** Light, Viktoria (MECP); Fuller, Jacqueline (MECP); Bradley, David (MECP); Pileggi, Vince (MECP); Orpana, Jon (MECP); Castro, Victor (MECP); Leslie Whiteman; Scott Poole; Bob Casselman  
**Subject:** RE: Brighton WPCP - follow up engineering meeting

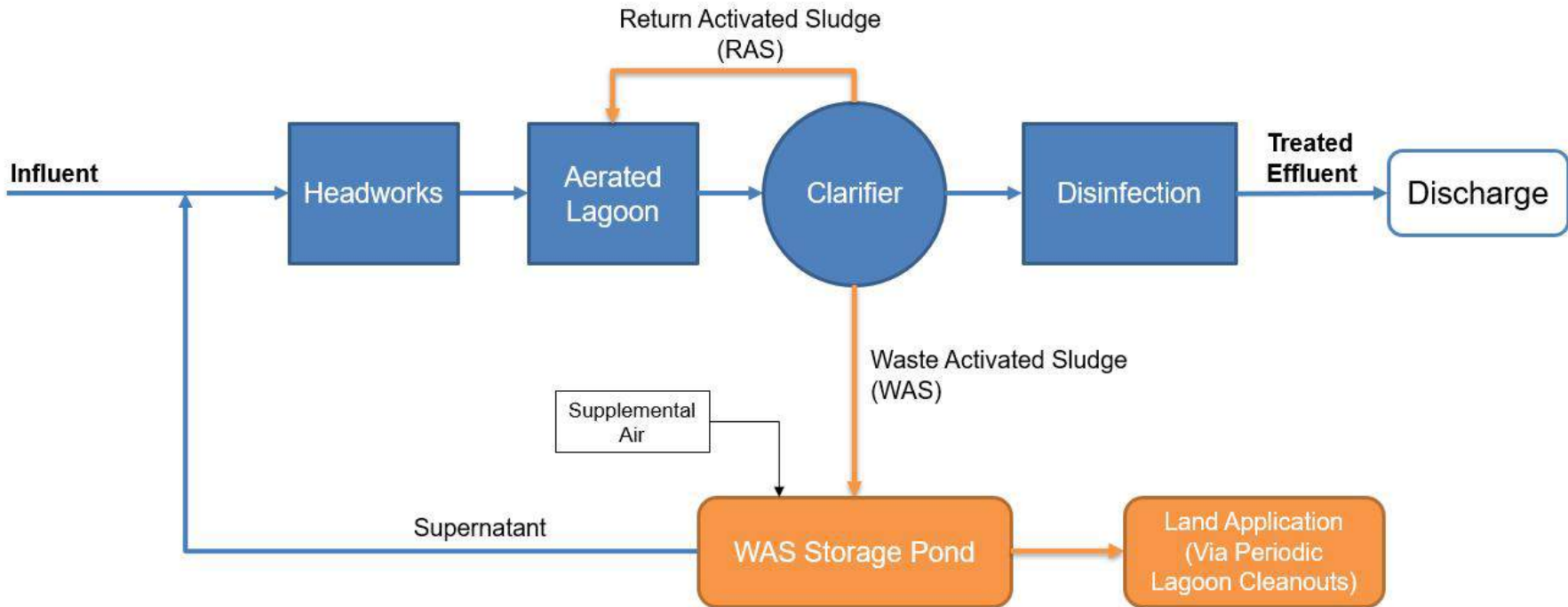
Hello Wayne,

We look forward to our conversation on Friday.

In the meantime, we have developed a block flow diagram to further illustrate the proposed upgrades. The proposed upgrades will not see blending of WAS and treated effluent as suggested by GSS. The solids train and liquid train will be completely separate.

We would also be looking for the decision on disinfection requirement at this meeting. Viktoria has indicated that the E.Coli limit may have been put in the current ECA by mistake? Further clarifications on that would be helpful in us advancing the EA Addendum.

Thanks!  
Susan



**From:** Simpson, Wayne (MECP) <Wayne.Simpson@ontario.ca>

**Sent:** Thursday, September 15, 2022 4:15 PM

**To:** Susan Jingmiao Shi <sshi@jlrichards.ca>; Matthew Morkem <mmorkem@jlrichards.ca>

**Cc:** Light, Viktoria (MECP) <Viktoria.Light@ontario.ca>; Fuller, Jacqueline (MECP) <Jacqueline.Fuller@ontario.ca>; Bradley, David (MECP)

<David.Bradley@ontario.ca>; Pileggi, Vince (MECP) <Vince.Pileggi@ontario.ca>; Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>; Castro, Victor (MECP)

<Victor.Castro@ontario.ca>; Leslie Whiteman <lwhiteman@brighton.ca>; Scott Poole <SPoole@brighton.ca>; Bob Casselman <BCasselman@brighton.ca>

**Subject:** Brighton WPCP - follow up engineering meeting

Hi Susan and Matthew,

Thanks for your email. Vince and I are ok for Friday the 23<sup>rd</sup> 9:30 am or anytime after is fine with us.

We will outline the Ministry's objections to the idea of WAS lagoon storage for this particular situation. Please be prepared to provide an overview of the JL Richards' approach to addressing the TAN compliance issue in light of the guidance provided in the RVA report.

Please send a Teams meeting invite to Vince and myself with a copy to Victor Castro. thanks

regards

Wayne

**Wayne Simpson, PMP, P.Eng.**

[wayne.simpson@ontario.ca](mailto:wayne.simpson@ontario.ca)

(343) 998-7592

Senior Review Engineer

Municipal Water and Wastewater Permissions Section

Environmental Permissions Branch

Environmental Assessment and Permissions Division

Ministry of the Environment, Conservation and Parks (MECP)



---

**From:** Susan Jingmiao Shi <[sshi@jrichards.ca](mailto:sshi@jrichards.ca)>

**Sent:** September-15-22 11:30 AM

**To:** Light, Viktoria (MECP) <[Viktoria.Light@ontario.ca](mailto:Viktoria.Light@ontario.ca)>; Leslie Whiteman <[lwhiteman@brighton.ca](mailto:lwhiteman@brighton.ca)>; Fuller, Jacqueline (MECP) <[Jacqueline.Fuller@ontario.ca](mailto:Jacqueline.Fuller@ontario.ca)>; Bradley, David (MECP) <[David.Bradley@ontario.ca](mailto:David.Bradley@ontario.ca)>; Scott Poole <[SPoole@brighton.ca](mailto:SPoole@brighton.ca)>; Bob Casselman <[BCasselman@brighton.ca](mailto:BCasselman@brighton.ca)>; Matthew Morkem <[mmorkem@jrichards.ca](mailto:mmorkem@jrichards.ca)>; Pileggi, Vince (MECP) <[Vince.Pileggi@ontario.ca](mailto:Vince.Pileggi@ontario.ca)>; Simpson, Wayne (MECP) <[Wayne.Simpson@ontario.ca](mailto:Wayne.Simpson@ontario.ca)>; Orpana, Jon (MECP) <[Jon.Orpana@ontario.ca](mailto:Jon.Orpana@ontario.ca)>

**Subject:** RE: Brighton WPCP - Pre-Consultation Meeting - EA Addendum Recommendations

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

Hello all,

It was a constructive meeting! Nice to meet everyone.

The attached are the slides, draft TM2 and TM3.

Matt and I are available on the following dates for a meeting next week:

- Tues, Sept 20, 11-12
- Wed, Sept 21, 9-10

- Thurs, Sept 22, 8:30-9:30
- Fri, Sept 23, 8:30-noon

Let us know what works of your group!

Cheers,  
Susan

-----Original Appointment-----

**Susan Jingmiao Shi**, P.Eng., M.Eng.  
Associate  
Senior Environmental Engineer

J.L. Richards & Associates Limited  
203 - 863 Princess Street, Kingston, ON K7L 5N4  
Direct: 343-302-5406



**J.L. Richards  
& Associates Limited**  
ENGINEERS • ARCHITECTS • PLANNERS



**From:** Matthew Morkem **On Behalf Of** Light, Viktoria (MECP)

**Sent:** Monday, August 29, 2022 11:30 AM

**To:** Light, Viktoria (MECP); Susan Jingmiao Shi; Leslie Whiteman; Fuller, Jacqueline (MECP); Bradley, David (MECP); Scott Poole; Bob Casselman; Matthew Morkem; Pileggi, Vince (MECP); Simpson, Wayne (MECP); Orpana, Jon (MECP)

**Subject:** FW: Brighton WPCP - Pre-Consultation Meeting - EA Addendum Recommendations

**When:** Thursday, September 15, 2022 9:30 AM-10:30 AM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Microsoft Teams Meeting

-----Original Appointment-----

**From:** Light, Viktoria (MECP) <[Viktoria.Light@ontario.ca](mailto:Viktoria.Light@ontario.ca)>

**Sent:** Friday, August 26, 2022 4:21 PM

**To:** Light, Viktoria (MECP); Fuller, Jacqueline (MECP); Bradley, David (MECP); Scott Poole; Bob Casselman; Matthew Morkem; Pileggi, Vince (MECP); Simpson, Wayne (MECP); Orpana, Jon (MECP)

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**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
Minutes Of Meeting**

<b>Attendance:</b>	Bob Casselman (BC)	Municipality of Brighton (Municipality)	BCasselman@brighton.ca
	Scott Poole (SP)	Municipality of Brighton (Municipality)	SPoole@brighton.ca
	Leslie Whiteman (LW)	Municipality of Brighton (Municipality)	lwhiteman@brighton.ca
	Adam Walraven (AW)	Municipality of Brighton (Municipality)	AWalraven@brighton.ca
	Matt Morkem (MM1)	J.L. Richards & Associates Limited (JLR)	mmorkem@jlrichards.ca
	Susan Shi (SS)	J.L. Richards & Associates Limited (JLR)	sshijlrichards.ca
	Matthew Marcuccio (MM2)	J.L. Richards & Associates Limited (JLR)	mmarcuccio@jlrichards.ca

The meeting commenced at 1:00 p.m. on Monday, October 3, 2022 via Video Conference (Microsoft Teams).

The following summary of the discussions of this meeting has been prepared to record decisions reached and actions required for the project. Please advise the undersigned of any errors or omissions within the next three business days.

**ITEM**

**ACTION BY**

**1. MEETING NOTES**

- |    |   |              |
|----|---|--------------|
| a. | JLR provided a brief summary of the two meetings with MECP  |              |
| b. | JLR will make revisions to TM-3 (Sludge management) and send it to the MECP technical services group for review (as requested in the meeting). JLR will also provide them with a cited review of the guidelines for the design of the sludge storage lagoon.  | JLR          |
| c. | JLR notified the Municipality that disinfection will be required after the secondary clarifier, as a result of the MECP consultation meeting. The most typical options include chlorination/dechlorination or UV. JLR will leave option open in the EA report, for determination in the detailed design stage.  | JLR          |
| d. | Municipality mentioned the existence of old ECAs for the drying bed and soil management and asked if they should be addressed in the EA. JLR noted that the drying beds and soil management were eliminated as an alternative in TM-3. The Municipality may wish to undertake a separate planning exercise for the waste site usage. This is currently not being reviewed under the EA Addendum for lagoon treatment. |              |
| e. | The design of the stream relocation to be considered with the upgrades design, so the location can be coordinated with the site plan. Municipality (SP) will send the OPC for creek relocation.   | Municipality |
| f. | JLR to contact MECP inspector to close the loop regarding the phasing upgrades.   | JLR          |

**2. NEXT MEETING**

- |    |  |              |
|----|--|--------------|
| a. | Next meeting to be determined  |              |
| b. | Municipality to confirm date and venue for PIC. ( <i>Post Meeting Note: Municipality proposed November 3 at the community centre booked for 4:30pm-7pm (30min set up, then PIC from 5-7pm)</i> ) | Municipality |

**3. ADJOURNMENT**

- |    |                                |
|----|--------------------------------|
| a. | Meeting adjourned at 1:45 p.m. |
|----|--------------------------------|

**Municipality of Brighton  
Brighton Wastewater Treatment System Schedule 'B' Class EA Addendum and Conceptual Design**

**Project Meeting  
Minutes Of Meeting**

Prepared by:

*Matthew Marcuccio*

Matthew Marcuccio  
Civil Engineer

Issued on: October 4, 2022

Distribution: All attendees

CC: N/A

Attachments: N/A