

## **Appendix G Phase 3 and 4 Consultation Materials**



**Municipal Class Environmental Assessment - Environmental Study Report**  
**Appendix G Phase 3 and 4 Consultation Materials**  
March 16, 2023

**G.1 Study Contact List**



**Town of Carleton Place Wastewater Treatment Plant Expansion**  
**MCEA Environmental Study Report**  
**Project Contact List (Last Updated December 19, 2022)**

Title	First Name	Last Name	Job Title	Company/Organization	Address 1	Address 2	City	Prov.	Postal Code	Ph. Number	Email
<b>Provincial Government/Ministries</b>											
	Jon	Orpana	Eastern Ontario EA Coordinator	Ministry of the Environment, Conservation and Parks							<a href="mailto:jon.orpana@ontario.ca">jon.orpana@ontario.ca</a>
	Brenda	Beaudoin	Inspector	Ministry of the Environment, Conservation and Parks							<a href="mailto:Brenda.Beaudoin@ontario.ca">Brenda.Beaudoin@ontario.ca</a>
			MECP Eastern Region	EA Notifications E Region	1259 Gardiners Rd		Kingston	ON	K7P 3J6	613-540-6852	<a href="mailto:eanotification.eregion@ontario.ca">eanotification.eregion@ontario.ca</a>
	Michael	Elms	Manager	Ministry of Municipal Affairs and Housing						613-545-2132	<a href="mailto:michael.elms@ontario.ca">michael.elms@ontario.ca</a>
	Scott	Lee		Ministry of Natural Resources and Forestry							<a href="mailto:scott.lee@ontario.ca">scott.lee@ontario.ca</a>
	Karla	Barboza	Team Lead, Heritage – Heritage Program Unit	Ministry of Tourism, Culture and Sport	401 Bay Street	Suite 1700	Toronto	ON	M7A 0A7	416-314-7120	<a href="mailto:karla.barboza@ontario.ca">karla.barboza@ontario.ca</a>
	David	Cooper		Ministry of Agricultural Food and Rural Affairs	1 Stone Road W	3rd Floor	Guelph	ON	N1G 4Y2		
	Rita	Kelly	Project Manager, Land Transactions, Hydro Corridors & Public Works	Infrastructure Ontario	1 Dundas St. West	Suite 2000	Toronto	ON	M5G 1Z3		<a href="mailto:rita.kelly@infrastructureontario.ca">rita.kelly@infrastructureontario.ca</a>
			Linear Development	Fisheries and Oceans Canada							<a href="mailto:DFO_CA_Linear_Development-Developpement_Lineaire_CA.MPO@dfo-mpo.gc.ca">DFO_CA_Linear_Development-Developpement_Lineaire_CA.MPO@dfo-mpo.gc.ca</a>
<b>Conservation Authorities</b>											
	Matt	Craig	Manager – Planning and Regulations	Mississippi Valley Conservation Authority	1070 Highway 7		Carleton Place	ON	K7C 3P1	613-253-0122	<a href="mailto:mcraig@mvc.on.ca">mcraig@mvc.on.ca</a>
	Sally	McIntyre	General Manager	Mississippi Valley Conservation Authority							<a href="mailto:smcintyre@mvc.on.ca">smcintyre@mvc.on.ca</a>
	Juraj	Cunderlik		Mississippi Valley Conservation Authority							<a href="mailto:jcunderlik@mvc.on.ca">jcunderlik@mvc.on.ca</a>
	Brian	Stratton	Manager, Engineering Services and Technical Lead, Drinking Water Source Protection, Mississippi-Rideau Source Protection Region	Rideau Valley Conservation Authority	3889 Rideau Valley Drive	P.O. Box 599	Manotick	ON	K4M 1A5	613-692-3571	<a href="mailto:brian.stratton@mrsourcewater.ca">brian.stratton@mrsourcewater.ca</a>
<b>Other Agencies/Stakeholders</b>											
	Mike	Mortimer	President, OMWA	Ontario Municipal Water Association	30 Spence Ave		Midhurst	ON	L9X 0P2		<a href="mailto:mmortimer@ocwa.com">mmortimer@ocwa.com</a>
	Andy	Trader	Regional Hub Manager	Ontario Clean Water Agency	20 Bennett Drive	Suite 200	Carleton Place	ON	K7C 4J9		<a href="mailto:ATrader@ocwa.com">ATrader@ocwa.com</a>
	Peter	Bosch	Manager of Design and Construction	Uppder Canada District School Board, Main Office	225 Central Avenue West		Brockville	ON	K6V 5X1	613-342-0371	<a href="mailto:peter.bosch@ucdsb.on.ca">peter.bosch@ucdsb.on.ca</a>
	Don	Leverette	Commodore	Carleton Place Canoe Club	179 John Street		Carleton Place	ON	K7C 1N7	613-257-1838	<a href="mailto:commodore@cpcanooclub.com">commodore@cpcanooclub.com</a>
	Joanne	Woodhouse	Committee Member	Carleton Place Urban Forest/River Corridor Advisory Committee	175 Bridge Street		Carleton Place	ON	K7C 2V8	613-257-6205	<a href="mailto:joanne_woodhouse@hotmail.com">joanne_woodhouse@hotmail.com</a>
	Jim	McCready		Carleton Place Urban Forest/River Corridor Advisory Committee	175 Bridge Street		Carleton Place	ON	K7C 2V8	613-257-6205	<a href="mailto:jdmccready@rogers.com">jdmccready@rogers.com</a>
<b>Utilities</b>											
	Kevin	Wood	Planning Department	Cogeco Cable	170 Colborne Street		Kingston	ON	K7L 5M7	613-544-6311 ext. 8569	
			Eastern Region Crossing	Enbridge Pipelines Inc.	1080 Modeland Road	Bldg 1050	Sarnia	ON	N7S 6L2		<a href="mailto:est.reg.crossing@enbridge.com">est.reg.crossing@enbridge.com</a>
	Jamie	Rochford	Planning Lead	Enbridge	101 Honda Boulevard		Markham	ON	L6C 0M6	905-927-3150	<a href="mailto:Jamie.Rochford@enbridge.com">Jamie.Rochford@enbridge.com</a> ; <a href="mailto:Mark-Ups@enbridge.com">Mark-Ups@enbridge.com</a>
	James	Arbutnott	Supervisor, Construction Project Management	Enbridge Gas Inc.	400 Coventry Road		Ottawa	ON	K1K 2C7		<a href="mailto:james.arbutnott@enbridge.com">james.arbutnott@enbridge.com</a>
				Hydro One, Real Estate Services	483 Bay Street	North Tower 15th Floor	Toronto	ON	M5G 2P5		
	Daniel	King-Costa		Hydro One Networks Inc.	185 Clegg Road		Markham	ON	L6G 1B7		<a href="mailto:Daniel.King-Costa@hydroone.com">Daniel.King-Costa@hydroone.com</a>
	Wayne	Harrisson		Union Gas Ontario Inc.	1653 Fortune Crescent		Kingston	ON	K7P 0E9	613-453-3442	
	Satish	Kumar Korpai	Crossing Coordinator	Trans Northern Pipelines	45 Vogell Road	Suite 310	Richmond Hill	ON	L4B 3P6		
	Chris	Lockyer	Implementation Manager	Bell Canada	450 Princess Street		Kingston	ON	K7L 1C2	613-542-4636	
	Ian	Fleming		Zayo Canada Inc.	50 Worcester Road		Etobicoke	ON	M9W 5X2		<a href="mailto:utility.circulations@zayo.com">utility.circulations@zayo.com</a>
	John R.	Steele	Outside Plant Project Manager	Zayo Canada Inc.	495 Terminal Avenue		Ottawa	ON	K1G 0Z2		<a href="mailto:john.steele@zayo.com">john.steele@zayo.com</a>

**Town of Carleton Place Wastewater Treatment Plant Expansion  
MCEA Environmental Study Report  
Project Contact List (Last Updated December 19, 2022)**

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<b>Indigenous Nations and Indigenous Organizations</b>											
	Janet	Stavinga	Consultation office	Algonquins of Ontario	31 Riverside Drive	Suite 101	Pembroke	ON	K8A 8R6	1-855-735-3759	<a href="mailto:lstavinga@tanakiwin.com">lstavinga@tanakiwin.com</a> ; <a href="mailto:algonquins@tanakiwin.com">algonquins@tanakiwin.com</a>
Chief	Doreen	Davis		Sharbot Obaadjiwan First Nation	29649 Highway 7	P.O. Box 175	Sharbot Lake	ON	K0H 2P0	343-233-0167	<a href="mailto:chiefdoreendavis@gmail.com">chiefdoreendavis@gmail.com</a>
Chief	Wendy	Jocko		Algonquins of Pikwàkanagàn	1657A Mishomis Inamo		Pikwàkanagàn	ON	K0J 1X0	613-625-1551	<a href="mailto:chief@pikwakanagan.ca">chief@pikwakanagan.ca</a>
Ms.	Amanda	Two-Axe Kohoko	Consultation, Economic Development	Algonquins of Pikwàkanagàn	1657A Mishomis Inamo		Pikwàkanagàn	ON	K0J 1X0	613-625-1551	<a href="mailto:consultation@pikwakanagan.ca">consultation@pikwakanagan.ca</a>
Ms.	Laura	Sarazin	Assistant Consultation, Economic Development	Algonquins of Pikwàkanagàn	1657A Mishomis Inamo		Pikwàkanagàn	ON	K0J 1X0	613-625-1551	<a href="mailto:assistant.consultation@pikwakanagan.ca">assistant.consultation@pikwakanagan.ca</a>
Chief	David Patrick	Mowat		Alderville First Nation	P.O. Box 46		Roseneath	ON	K0K 2X0		<a href="mailto:dmowat@alderville.ca">dmowat@alderville.ca</a>
Chief	Kelly	LaRocca		Mississaugas of the Scugog Island First Nation	22521 Island Road		Port Perry	ON	L9L 1B6		<a href="mailto:info@scugogfirstnation.com">info@scugogfirstnation.com</a>
	Monica	Sanford	Community Consultation Specialist	Mississaugas of the Scugog Island First Nation	22521 Island Rd.		Port Perry	ON	L9L 1B6	905-985-3337 ext. 229	<a href="mailto:msanford@scugogfirstnation.com">msanford@scugogfirstnation.com</a> / <a href="mailto:info@scugogfirstnation.com">info@scugogfirstnation.com</a>
Chief	Laurie	Carr		Hiawatha First Nation	123 Paudash Street		Hiawatha	ON	K9J 0E6		<a href="mailto:info@hiawathafn.ca">info@hiawathafn.ca</a>
	Tom	Cowie	Lands Resource Consultation Liaison	Hiawatha First Nation	123 Paudash Street		Hiawatha	ON	K9J 0E6	705-295-4421	<a href="mailto:tcowie@hiawathafn.ca">tcowie@hiawathafn.ca</a>
	Sean	Davison		Hiawatha First Nation	123 Paudash Street		Hiawatha	ON	K9J 0E6		<a href="mailto:sdavison@hiawathafn.ca">sdavison@hiawathafn.ca</a>
Chief	Keith	Knott		Mississaugas of Curve Lake First Nation	22 Winookeedaa Road		Curve Lake	ON	K0L 1R0		<a href="mailto:Communication@curvelake.ca">Communication@curvelake.ca</a> / <a href="mailto:keithk@curvelake.ca">keithk@curvelake.ca</a>
	Kaitlin	Hill	Lands & Resources Consultation Liaison	Mississaugas of Curve Lake First Nation	22 Winookeedaa Road		Curve Lake	ON	K0L 1R0		<a href="mailto:kaitlinh@curvelake.ca">kaitlinh@curvelake.ca</a>
	Katie	Haddlesey	Chief Operating Officer	Mississaugas of Curve Lake First Nation							<a href="mailto:katieyh@curvelake.ca">katieyh@curvelake.ca</a>
	Linda	Norheim		Metis Nation of Ontario							<a href="mailto:consultations@metisnation.org">consultations@metisnation.org</a>
	Erik	Gjos	President	MNO Ottawa Region Métis Council	214 Montreal Road		Ottawa	ON	K1L 8L8	613-748-1880 x. 306	<a href="mailto:president.ormc@gmail.com">president.ormc@gmail.com</a>
	Marlon	Lloyd	President	High Land Waters Métis Council	14 Bosley Road	Suite 2	Northbrook	ON	K0H 2G0		<a href="mailto:Marlon964@outlook.com">Marlon964@outlook.com</a>
		Shavon	Thomas	Haudenosaunee Development Institute HDI EAST	167 International Road	Unit 1	Akwesasne	ON	K6H5R7	518-521-8272	<a href="mailto:shavonthomas@hdi.land">shavonthomas@hdi.land</a>
		Williams	Todd	Haudenosaunee Development Institute HDI EAST	168 International Road	Unit 2	Akwesasne	ON	K6H5R8	518-521-8273	<a href="mailto:toddwilliams@hdi.land">toddwilliams@hdi.land</a>



**Carleton Place Water and Wastewater Treatment Plant - Indigenous Consultation Log**

Indigenous Nation or Organization	Contact Person (Current or Previous with name change due to email bounce back)	Notice of Study Commencement (Phase 1 - 2)			Notice of PIC (Phase 2)		Notice of Study Completion (Phase 2)		Notice of Study Commencement and PIC (Phase 3 - 4)			Response
		Emailed Letter Request to Consult Jun. 7, 2021	Mailed Jun. 3, 2021	Phoned Aug. 16, 2021	Emailed Feb. 3, 2022	Mailed Feb. 2, 2022	Emailed Jun. 2, 2022	Mailed Jun. 1, 2022	Emailed Dec. 1, 2022	Mailed Dec. 1, 2022	Phoned Dec 23 / Jan 9, 2022/2023	
Algonquins of Ontario	Prev. Janet Stavinga	x	x		x	x	x	x	x			Contact change; request only email
Sharbot Obaadjiwan First Nation	Chief Doreen Davis	x	x		x	x	x	x	x	x		None
Algonquins of Pikwàkanagàn	Chief Wendy Jocko; Prev. Amanda Two Axe Kohoko, Laura Sarazin	x	x	x	x	x	x	x	x	x	x	None
Alderville First Nation	Chief David Patrick Mowat	x	x		x	x	x	x	x	x		None
Mississaugas of the Scugog Island First Nation	Chief Kelly LaRocca; Monica Sanford	x	x	x	x	x	x	x	x	x	x	None
Hiawatha First Nation	Chief Laurie Carr; Sean Davison; Prev. Tom Cowie	x	x	x	x	x	x	x	x	x	x	None
Mississaugas of Curve Lake First Nation	Chief Keith Knott; Kaitlin Hill; Katie Haddlesey; Prev. Julie Kapyrka	x	x	x	x	x	x	x	x	x	x	None
Metis Nation of Ontario	Prev. Linda Norheim	x	x		x	x	x	x	x			Request only email
MNO Ottawa Region Métis Council	Erik Gjos	x	x		x	x	x	x	x	x		None
High Land Waters Métis Council	Marlon Lloyd	x	x		x	x	x	x	x	x		None
Haudenosaunee Development Institute HDI EAST	Shavon Thomas; Todd Williams								x	x		mailing list in July 2022 for Archaeology

## **G.2 Water and Wastewater Master Plan - Comments Received**



## Espitia Contreras, Jenny

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**From:** Raheem, Ferenaz  
**Sent:** Thursday, June 2, 2022 9:19 AM  
**Cc:** Guy Bourgon; Alemany, Kevin  
**Subject:** Town of Carleton Place Water and Wastewater Master Plan - Notice of Study Completion  
**Attachments:** CP W&WW MP Notice of Study Completion Final.pdf

Hello,

Please find the attached Notice Study Completion in association with the **Town of Carleton Place Water and Wastewater Master Plan Study**. As indicated within the attached notice, the Master Plan is now available to review beginning today **Thursday, June 2, 2022** on the study website (<https://carletonplace.ca/water-and-wastewater-master-plan.php>) and comments can be submitted until **Tuesday, July 5, 2022**.

Should you have any comments and/or questions please do not hesitate to contact the Project Team per the attached Notice.

Kind Regards,

**Ferenaz Raheem** RPP MCIP  
Senior Environmental Planner

ferenaz.raheem@stantec.com  
Cell: 343-998-2605

Stantec  
400 - 1331 Clyde Avenue  
Ottawa ON K2C 3G4



### **G.3 Notice of Study Commencement and Online PIC**



## NOTICE OF STUDY COMPLETION

The Town of Carleton Place (Town) has witnessed unprecedented growth over the past 5 years, and this growth is expected to continue into the foreseeable future. To accommodate growth and ensure the integrity of the Town's servicing infrastructure and capacity for existing and future development, the Town has initiated a Water and Wastewater Master Plan (WWMP) to provide a long-range plan for water and wastewater needs over the next 20 years. The WWMP reviews opportunities to optimize the performance of existing infrastructure, while identifying the most sustainable approach to serve the Town's existing communities as well as new development.

This study was undertaken in accordance with Approach #2 of the Master Planning Process, as outlined in Appendix 4 of the Municipal Class Environmental Assessment (MCEA) document (October 2000, as amended in 2007, 2011 and 2015). However, based on the findings and recommendations of this study, the WWMP will generally address Phases 1 and 2 of the MCEA process and will form the basis for the recommended Schedule B and Schedule C water and wastewater projects identified within the WWMP report, including the need to expand the existing Water Treatment Plant and the Wastewater Treatment Plant. As such, the Town may proceed with Phases 3 and 4 of the MCEA process for these Schedule C projects. The recommended Schedule B projects will be subject to further study in the future.

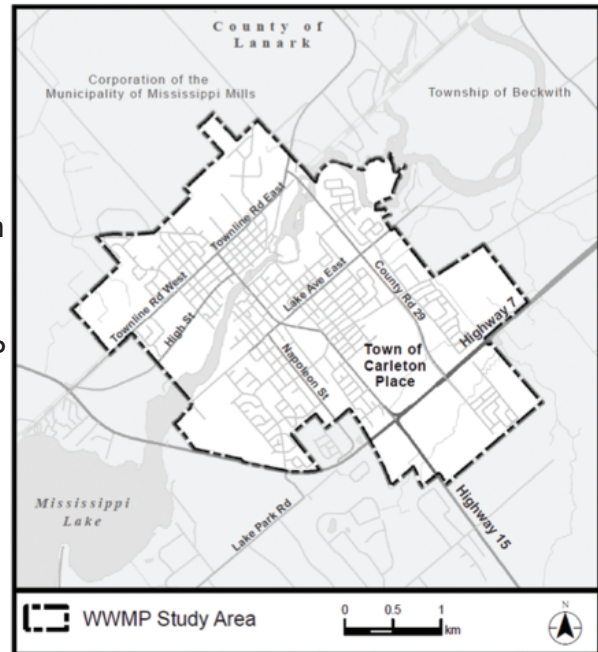
The study process, including the evaluation of alternative solutions, the identification of a recommended set of solutions to develop the Master Plan, the preliminary potential environmental impacts and proposed mitigation measures, and the consultation activities undertaken as part of this study, have been documented within a WWMP report. A copy of the WWMP is available for public review and comment between **June 2, 2022, and July 5, 2022**, on the study website (<https://carletonplace.ca/water-and-wastewater-master-plan.php>).

### Comments

Interested persons may provide written comments to our study team by **July 5, 2022**. All questions or comments can be sent directly to the Town of Carleton Place as follows:

**Guy Bourgon, P.Eng.**  
Director of Public Works  
Town of Carleton Place  
Tel: 613-257-6209  
Email: [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)

All comments will be collected in accordance with the *Freedom of Information and Protection of Privacy Act* (2009). Except for personal information, all comments will become part of the public record.



# PRIDE EVENTS BRING LANARK COUNTY TOGETHER THIS MONTH

**LAURIE WEIR**  
ljweir@metroland.com

People of all walks of life are collaborating for the good of their communities

as they embrace each other's diversity.

June is Pride Month, and in Lanark County and there is a gaggle of activities planned — fire-breath-

ing burlesque show, anyone? — in Mississippi Mills, Carleton Place, Perth and Smiths Falls with something for everyone.

It's an opportunity to support our friends and family and those in the 2SLGBTQ+ (two spirit, lesbian, gay, bisexual, trans, queer-plus) community and see what supports are out there if you're questioning your own identity.

Why is Pride such a big deal?

Michael Rikley-Lancaster explains: "Until everyone feels equal in a society, we have to keep doing this," he said. "To allow people to be who they are and embrace being who they are and celebrate the differences in people."

Rikley-Lancaster is the executive director/curator at the Mississippi Valley Textile Museum in Almonte. He spoke of a Pride flag incident two years ago when a flag was found shredded. That shocked their staff — including younger staff members. They had never faced that kind of hate crime before, he said.

"It was about having open dialogue and saying, hey, I'm sorry this happened, but we're going to protect you," Rikley-Lancaster said. "We have never had that kind of hate crime. It really shocked them. But they certainly learned a lot from that and grew from that."

Rikley-Lancaster said the Pride events in June have evolved throughout participating communities.

"With everyone working together, it's coming along smoothly, he said. "It's great that it's such a big community event now. It's crossing multiple communities and just to co-ordinate all that is pretty cool to be able to do it."

## DRIVE OUT PARADE

Flag raising will take



Brent Eades photo  
Pictured is the PRIDE Mississippi Mills 2021 Progress PRIDE crosswalk in Almonte, taken after its unveiling in June of last year.

place the first week at various community halls in early June, and on Saturday, June 4, the Lanark County Drive Out Parade will kick off in Almonte at 12:30 p.m. at the museum with a progress-Pride flag raising ceremony. The parade will hit Carleton Place at 1:30 p.m. at the Canadian Tire parking lot, then travel to Smiths Falls Memorial Community Centre for 1:55 p.m. Then it's onto Perth, where they will meet up at the Lanark County Administration Building on Christie Lake Road at 2:15 p.m. From there, the parade will travel to The Stewart School for a 3 p.m. meeting.

"As we hit each community, the vehicle lineup will get longer, and all vehicles are encouraged to decorate their cars in rainbows. The lead car will definitely be all decked out in rainbows," he said.

## QUEER SHENANIGANS

In Almonte, one of the big events of the month will be the Mississippi Mills Rainbow Revue: A Variety Show of Queer Shenanigans. All are welcome to this 18-plus event at the textile museum.

It will start with Annie Socoria, who will perform ambient/experimental music starting at 7 p.m.

when doors open on June 18. The feature for the evening is Queen Vera of Ottawa, who will perform an over-the-top opening number and a show-stopping final song, as well as a slower classic in the middle of the event.

Other performers during this event include B. WilDer and Rhapsody Blue, as well as Wett Willy, "who is a boy burlesque performer."

"It will be a real mix of queer entertainment," Rikley-Lancaster said. "Classic burlesque and fire-eating numbers. It will be a lot of fun."

## YOUNG PEOPLE UNITE

Rikley-Lancaster said he's seeing more and more young people getting involved in their communities, because they can see "that there is space for them to be who they are."

He said there is a lot gained from having more diversity around us, the more we can grow as people, "and the more you're open to learn and embrace different people in society. That's really all we want, is a safe place to be our authentic selves."

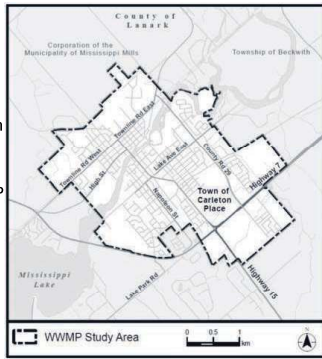
There will be something going on each week in June. Follow along at [www.queerconnectionlanark.ca](http://www.queerconnectionlanark.ca).

## Water and Wastewater Master Plan



### NOTICE OF STUDY COMPLETION

The Town of Carleton Place (Town) has witnessed unprecedented growth over the past 5 years, and this growth is expected to continue into the foreseeable future. To accommodate growth and ensure the integrity of the Town's servicing infrastructure and capacity for existing and future development, the Town has initiated a Water and Wastewater Master Plan (WWMP) to provide a long-range plan for water and wastewater needs over the next 20 years. The WWMP reviews opportunities to optimize the performance of existing infrastructure, while identifying the most sustainable approach to serve the Town's existing communities as well as new development.



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Director of Public Works  
Town of Carleton Place  
Tel: 613-257-6209  
Email: [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)

All comments will be collected in accordance with the *Freedom of Information and Protection of Privacy Act* (2009). Except for personal information, all comments will become part of the public record.

## **G.4 Comments Received for Online PIC**



## Espitia Contreras, Jenny

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**From:** [REDACTED]  
**Sent:** Tuesday, July 12, 2022 5:39 PM  
**To:** Guy Bourgon  
**Cc:** Alemany, Kevin; Wilder, Pierre; Langford, Amy; Raheem, Ferenaz  
**Subject:** Re: Comments regarding the proposed Water and Wastewater Master Plan

Thank you for the responses to my questions/concerns, Guy (and team).  
I appreciate the work and time that went into them.

My lingering concerns remain around growth projections and not having some additional capacity -- some wiggle room - included in this project and find the town having to reinvest in another expansion a mere 15 years down the road. Perhaps I'm overthinking and can look to other measures, like built-in water saving capacities, to extend the life of this build and avoid that outcome.

I'm looking forward to our review of the plan later next month.

[REDACTED]

---

**From:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Sent:** July 12, 2022 11:49 AM  
**To:** [REDACTED]  
**Cc:** Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>; Wilder, Pierre <[Pierre.Wilder@stantec.com](mailto:Pierre.Wilder@stantec.com)>; Langford, Amy <[Amy.Langford@stantec.com](mailto:Amy.Langford@stantec.com)>; Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>  
**Subject:** RE: Comments regarding the proposed Water and Wastewater Master Plan

Good Morning [REDACTED],

My apologies for the delayed response as I was away on holidays last week. The project team has provided replies to your comments/questions below in your e-mail.

Please let us know if any further clarification is required.

Thanks,

Guy

---

**From:** [REDACTED]  
**Sent:** June 22, 2022 1:14 PM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Subject:** Comments regarding the proposed Water and Wastewater Master Plan

Hello Guy,



I've read through the proposed WWMP and found it to be a (very) thorough study of the current and future water and wastewater capacity for the Town. Most of the questions and concerns I had regarding this vital infrastructure were addressed to my satisfaction.

There are a few lingering concerns that I want to put forward.

1. I'm left wondering about the potential for contamination of water at the intake source, be that the result of toxic algae blooms in a warmer Mississippi Lake or the failure of the aging septic systems that surround it. Has this been addressed?

This will be further discussed in the Water Treatment Plant (WTP) Expansion Environmental Study Report (ESR) in Phase 3 of this project. The intake of the WTP is currently monitored continuously during the summer months for harmful algae blooms (HABs). There have not been any detected microcystins or other HAB toxins to date. A recommendation will be made in the ESR to continue monitoring for HABs in the summer months. The current and proposed water treatment process (ACTIFLO) has been shown to be effective at controlling toxins from cyanobacteria and other algae microorganisms. Another recommendation will be made in the ESR to design the proposed low lift pumping equipment to maintain hydraulic conditions to avoid breaking algae cell walls, and associated release of toxins. Failing septic systems are generally a greater risk to groundwater quality than surface water. The WTP processes are designed to remove contaminants that would be expected. The Mississippi Lake quality is also monitored and accelerated degradation could be identified early.

2. I'm also concerned that the growth forecasts, while breathtaking, could in fact be too conservative. I understand the importance of not overestimating growth and having the town find itself with a tax base smaller than it needs to pay for its infrastructure. However, I'd like to know if the capacity of the new infrastructure proposed is planned to meet the forecasted population of 25,000 in 2041 or to exceed it, and if so, by how much?

The new infrastructure will be designed to meet the 2041 population with current growth projections. Growth beyond this will require further expansion in the future if these growth projections are met.

3. Finally, I feel that the option of having a groundwater source for future water needs wasn't given the consideration it deserves as an alternate primary water supply as well as a backup. Beyond 2041, the most likely growth in the region will be to the north of the current town boundaries and to the west along Highway 7, within what is currently Mississippi Mills. The impacts of climate change are also accelerating, increasing the risks identified in the proposal. It may be worthwhile conducting the hydrogeological studies north of the river mentioned in the report, in partnership with Mississippi Mills, to assess that capacity.

Based on a preliminary assessment and review of previous studies, the Mississippi River capacity is adequate to meet future needs, and a change in the raw water source is not deemed necessary. Recent trends in water quantity and quality have been incorporated into the calculations for future water supply needs. The Town will re-evaluate in future studies if circumstances change. Additionally, the Town would have to undergo all the required processes to be able to extract groundwater. Groundwater extraction south of the Mississippi River may not be a viable option due to the presence of the Beckwith contaminated groundwater plume, which would create safety concerns. Hydrogeological investigations would be required to identify any groundwater potential north of the Mississippi River. Since the existing site has sufficient space to accommodate the proposed expansion up to 2041, building a municipal well was not a competitive option in terms of economic and environmental impacts. This could be revisited as an option beyond the proposed expansion.

4. One matter I don't recall seeing addressed in the WWMP is a contingency plan for water distribution if water supplied by the water treatment plant becomes unpotable/unavailable. The same can be said for contingencies if water conditions on the river impair discharge from the water treatment plant. Should such plans be addressed in the WWMP, or does that fall under the town's Emergency Plan?

The Mississippi Valley Conservation Authority (MVCA) currently monitors river levels and data is reviewed continuously to anticipate any changes in drinking water supply and assimilative capacity. A detailed Water Availability Study and Assimilative Capacity Study are in the process of being finalized for the Water Treatment Plant and Wastewater Treatment Plant respectively as part of the on-going EA process with considerable input from both the MVCA and MECP to ensure that their requirements are met prior to allowing the expansions to proceed. The Town will re-evaluate in future studies if circumstances with the Mississippi River projections change. A copy of the Town's Water Distribution Emergency Management Plan has been attached which speaks to contingency measures in the event of various threats to the water supply.

Congratulations, once again, for overseeing the production of this plan and I look forward to your responses.





**TOWN OF CARLETON PLACE WATER DISTRIBUTION  
EMERGENCY MANAGEMENT PLAN**

**December 2021**

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## Section 1 – Introduction & Policy Statement

The intent of this plan is to ensure the safety of the public in the most efficient way possible in the event of a major incident with serious implications. Specifically, this plan deals with events that may affect water quality within the distribution system.

Our goals are as follows:

**Goal 1: Public Safety**

Our primary goal is to ensure the supply of safe drinking water to our residents at all times.

**Goal 2: Public Health**

Water is essential to life and health however some needs are more immediate than others. For instance, hospitals, homes for the elderly and emergency shelters require continuous supply of safe drinking water.

The Water Distribution Emergency Management Plan does not replace the Municipal Emergency Plan.

**Documents Associated with Distribution System Emergency Management Plan**

- Municipal Emergency Plan
- Contingency Plans
- Standard Operating Procedures
- Distribution System Map

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Guy Bourgon, Director of Public Works

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Date

## Section 2 – Emergency Response Contact List

**System Owner** Town of Carleton Place  
175 Bridge Street Carleton Place Ontario K7C 4C1

**Source Water** Mississippi River

**Water Treatment Plant Location** 199 John Street Carleton Place  
(Riverside Park)

### Primary Municipal Contact Information

Name	Work #	Cell #
<b>Guy Bourgon</b> Director of Public Works	613-257-6209	613-451-5950
<b>Graham Patterson</b> PW Superintendent	613-257-3920	613-229-4134
<b>Jason Jackson</b> Lead Hand – Water / Wastewater	613-257-3920	613-913-7009
<b>Mike Hart</b> Lea Hand - Roads	613-257-3920	613-913-9285
<b>Diane Smithson</b> CAO	613-257-6255	613-229-5117
<b>Pascal Meunier</b> Director of Emergency Services - CEMC	613-257-5526	613-913-4186
<b>Dave Joy</b> Deputy Fire Chief	613-257-5526	613-223-6255
<b>Matt Anderson</b> Deputy Fire Chief	613-257-5526	613-913-9286

### OCWA Contact Information - After Hours Emergency Paging Service 1-800-341-6276

Name	Work #	Cell #
<b>Austin Mitchell</b> Operations Manager	613-257-4990	613-257-9188
<b>Andy Trader</b> Regional Manager	613-257-1590	613-257-9202
Water Treatment Plant	613-257-1010	
Sewage Treatment Plant	613-257-4990	

## Additional Emergency Contacts

### Locates

Ontario One Call (ID # 198) 800-400-2255

### Utility Emergency Contacts

Enbridge Gas 866-763-5427

Hydro One 800-434-1235

### Ministry of Environment – Spills Action Centre

800-268-6060

### MOE Ottawa

Tel: 613-521-3450

### Lanark County Public Health

Emergency Line: 613-345-5685

### Medical Officer of Health – Dr. Paula Stewart

Tel: 613-345-5685

## Alternative Water Suppliers

Retail Locations that supply bottled water include:

- 💧 Wal-Mart Super Centre – 613-253-1319
- 💧 Mitchell's Independent Grocer – 613-253-6206 Owner Jeff Mitchell (Cell 613-795-1227)
- 💧 Freshco – 613-253-6141 Owner Peter Van Horik (Cell 613-207-0719)
- 💧 Giant Tiger – 613-253-5564 Manager Ray McLaren (Cell 613-227-5431)
- 💧 Home Depot – 613-253-3870

***Before contacting bulk water haulers – contact Health Unit officials to confirm the bulk water haulers have been inspected annually by the Health Unit in accordance with Section 1 d) of the Drinking Water Protocol.***

### Culligan Bottled Water

Tel: 613-225-9175

800-267-8156

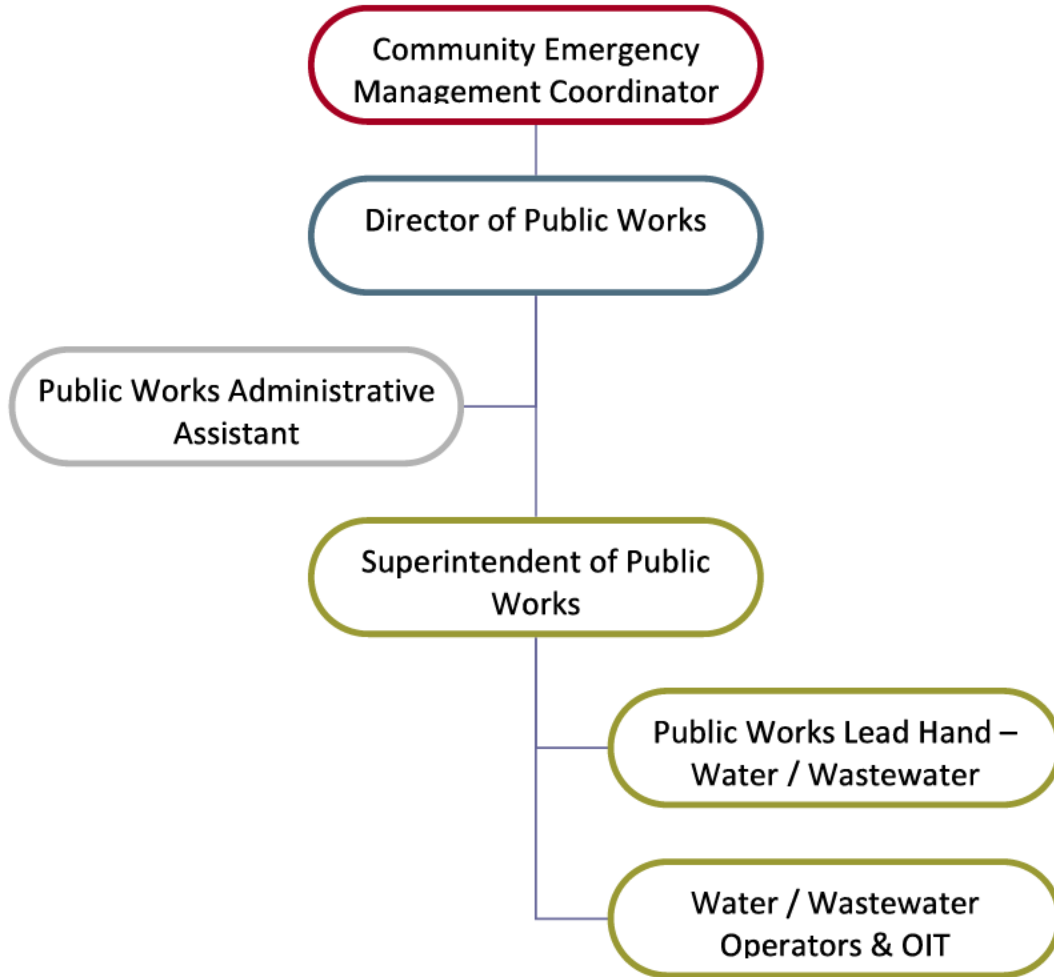
- 900 bottles per hour can be produced in Brockville
- have pallets of water on hand
- 5 trucks available to distribute water

### Lanark Pure Country Water

Tel: 613-253-7472 (8am – 4pm)

- Can provide 500 ml bottles by the skid
- 200-300 5 gallon bottles on hand ready to distribute
- Can produce 300 5 gallon bottles each hour

### Section 3 – Organizational Responsibilities



The Community Emergency Management Coordinator (CEMC) is responsible for activating the emergency notification system and the setup of the emergency operations centre. THE CEMC will execute the Municipal Emergency Plan.

The Director of Public Works is responsible for monitoring the distribution system for events. The Public Health Unit monitors the public for a public health event. The Public Works Director receives all reported incidents and evaluates the events and determines the appropriate action plan and will inform the CEMC.



## **Section 4 – Notification & Communication**

The Community Emergency Management Coordinator (CEMC) will work with the Public Information Officer to notify the public in the event of a water emergency. The Director of Public Works will be responsible for notifying appropriate agencies such as Ministry of Environment.

## **Section 5 – Potential Emergency Situations**

Many emergency situations can lead to the deterioration of the water quality. Contingency Plans have been developed to address the following situations:

- CP-PW-01 Contamination of the Distribution System - Boil Water Advisory
- CP-PW-02 Drinking Water Advisory/ Loss of Water Supply
- CP-PW-03 Staff Shortage
- CP-PW-04 Contamination of the Distribution System Due to a Negative Pressure Event
- CP-PW-05 WORKING IN THE VICINITY OF KNOWN CONTAMINATED SITES

## **Section 6 - Standard Operating Procedures**

Operators will follow Standard Operating Procedures (PW400 Series) for the Water Distribution System.

## Section 7 – Contingency Plans

### *Contamination of the Distribution System – Boil Water Advisory*

<b>TOWN OF CARLETON PLACE</b>	
<b>CONTINGENCY PLAN</b>	<b>DOCUMENT NO. CP-PW-01</b>
<b>CONTAMINATION OF THE DISTRIBUTION SYSTEM BOIL WATER ADVISORY</b>	<b>AUTHORIZED BY:</b> Director of Public Works <b>DATE PREPARED /</b> <b>REVISED:</b> December 2012
<b>Condition:</b> Adverse test results of a drinking water test have been reported to the Health Unit and the Medical Officer of Health has issued a boil water advisory.	
<b>Objective:</b> Prevent illness from use of water by notifying users to boil water before using, identifying source of contamination and taking corrective action. All water used for drinking, preparing food, hot and cold beverages and ice cubes, washing fruits and vegetables, and dental hygiene must be boiled.	
<b>Action:</b> <ol style="list-style-type: none"> <li>1. Notify Health Unit</li> <li>2. Notify Spills Action Center</li> <li>3. Notify CEMC</li> <li>4. Notify users as instructed by the Health Unit.</li> <li>5. Notify priority customers and area municipalities</li> <li>6. Determine source of contamination</li> <li>7. Develop &amp; implement remedial action plan to eliminate source of contamination</li> <li>8. Commence flushing as indicated in PW404 (Flushing SOP) and sampling activities</li> <li>9. Notify Health Unit &amp; Spills Action Centre of sample results – the results will determine the length of the boil water advisory</li> </ol>	<b>Person Responsible:</b> Director of PW or designate Director of PW or designate Director of PW or designate CEMC Director of PW or designate Director of PW or designate Director of PW or designate  Superintendent of PW or designate Director of PW or designate
<b>After Action Required:</b> After the boil water advisory has concluded, a review will be conducted to determine the effectiveness of the procedures in place. The review will be conducted within 14 days of the end of boil water advisory.	

**Drinking Water Advisory**

<b>TOWN OF CARLETON PLACE</b>	
<b>CONTINGENCY PLAN</b>	<b>DOCUMENT NO. CP-PW-02</b>
<b>DRINKING WATER ADVISORY / LOSS OF WATER SUPPLY</b>	<b>AUTHORIZED BY:</b> Director of Public Works <b>DATE PREPARED / REVISED:</b> December 2012
<b>Condition:</b> A condition exists that may result in a risk to consumers that cannot be corrected by boiling the water or by disinfection.	
<b>Objective:</b> Prevent illness from use of water by isolating the water supply from the user, identify source of contamination and take corrective action.	
<b>Action:</b> <ol style="list-style-type: none"> <li>1. Notify Health Unit</li> <li>2. Notify Spills Action Center</li> <li>3. Notify CEMC</li> <li>4. Notify priority customers and area municipalities</li> <li>5. Notify consumers to not use their water</li> <li>6. Contact alternative water suppliers</li> <li>7. Determine source of contamination</li> <li>8. Develop &amp; implement remedial action plan to eliminate source of contamination</li> <li>9. Commence flushing as indicated in PW404 (Flushing SOP) and sampling activities</li> <li>10. Notify Health Unit of sample results – the results will determine the length of the boil water advisory</li> </ol>	<b>Person Responsible:</b> Director of Public Works Director of Public Works Director of Public Works Director of PW or designate CEMC Director of PW or designate Director of PW or designate Director of PW or designate  Superintendent of PW  Director of PW or designate
<b>After Action Required:</b> After the drinking water advisory has concluded, a review will be conducted to determine the effectiveness of the procedures in place. The review will be conducted within 14 days of the end of drinking water advisory.	

**Staff Shortage**

<b>TOWN OF CARLETON PLACE</b>	
<b>CONTINGENCY PLAN</b>	<b>DOCUMENT NO. CP-PW-03</b>
<b>STAFF SHORTAGE</b>	<b>AUTHORIZED BY: Director of Public Works</b> <b>DATE PREPARED / REVISED: April 2012</b>
<b>Condition:</b> Certified operators are not available to maintain the water distribution system.	
<b>Objective:</b> To provide a safe staffing level to maintain the water distribution system.	
<b>Action:</b> <ol style="list-style-type: none"> <li>1. Director of Public Works will contact OCWA &amp; neighboring municipalities to obtain additional certified operators to maintain the safety of the Town of Carleton Place water distribution system</li> <li>2. Should a significant number of operators be required OCWA can obtain operators from outside the immediate area.</li> <li>3. Should operators be acquired from outside Eastern Ontario, appropriate support will be provided i.e., accommodations, meals etc.</li> </ol>	<b>Person Responsible:</b> Director of Public Works or designate  OCWA  Director of Public Works or designate
<b>After Action Required:</b> After the staff shortage has concluded, a review will be conducted to determine the effectiveness of the procedures in place. The review will be conducted within 14 days of the end of the staff shortage.	

***Contamination of the Distribution System Due to Negative Pressure Event***

<b>TOWN OF CARLETON PLACE</b>	
<b>CONTINGENCY PLAN</b>	<b>DOCUMENT NO. CP-PW-04</b>
<b>CONTAMINATION OF THE DISTRIBUTION SYSTEM DUE TO A NEGATIVE PRESSURE EVENT</b>	<b>AUTHORIZED BY:</b> Director of Public Works <b>DATE PREPARED /</b> <b>REVISED:</b> October 2013
<b>Condition:</b> Due to a watermain failure a condition may arise in which ground water may contaminate the distribution system.	
<b>Objective:</b> Prevent illness from use of contaminated water by maintaining positive pressure in the distribution system	
<b>Action:</b> If personnel suspect a backflow or negative pressure event has occurred, they shall respond as follows: <ol style="list-style-type: none"> <li>1. Contact ORO immediately who will assess the severity. If the ORO determines the situation is not typical or beyond their ability to address; the ORO will contact the Director of Public Works</li> <li>2. The Director of Public Works will assess the situation and determine what additional resources may be required including the CEMC</li> <li>3. The Director of Public Works or designate shall in accordance with O. Reg. 170/03, immediately contact the following:                             <ol style="list-style-type: none"> <li>a. Health Unit</li> <li>b. MOE Spills Action Centre</li> <li>c. Any other emergency personnel or agencies appropriate for the situation</li> </ol> </li> <li>4. With the assistance of the OCWA, MOE, and Health Unit determine the degree of health hazard based on the type of contamination found</li> <li>5. Once appropriate contacts have been made the ORO in consultation with regulatory agencies shall ensure the following activities are completed without delay if determined to be necessary:                             <ol style="list-style-type: none"> <li>a. Notify residents in the affected area</li> <li>b. Determine &amp; isolate the suspected source of the backflow</li> <li>c. Isolate the affected portion of the distribution</li> </ol> </li> </ol>	<b>Person Responsible:</b>  ORO or designate  Director of Public Works or designate  Director of Public Works  ORO or designate  ORO or designate



<b>TOWN OF CARLETON PLACE</b>	
<b>CONTINGENCY PLAN</b>	<b>DOCUMENT NO. CP-PW-05</b>
<b>WORKING IN THE VICINITY OF KNOWN CONTAMINATED SITES</b>	<b>AUTHORIZED BY:</b> Director of Public Works <b>DATE PREPARED /</b> <b>REVISED:</b> October 2020
<b>Condition:</b> In the event of a failure of underground infrastructure in the vicinity of a known contaminated site	
<b>Objective:</b> Prevent illness or injury when repairing underground infrastructure where there is a potential interaction with contaminated material.	
<b>Action:</b> Once staff is aware of a failure of underground infrastructure they shall respond as follows: <ol style="list-style-type: none"> <li>1. Contact ORO immediately who will assess the severity. If the ORO determines the situation is not typical or beyond their ability to address, the ORO will contact the Director of Public Works.</li> <li>2. The Director of Public Works or their designate will assess the situation and determine what additional resources may be required.</li> <li>3. While the ORO and/or Director of Public Works is assessing the situation, Operators will locate and identify isolation valves in the impacted area and determine the number of properties impacted.</li> <li>4. Staff will ensure appropriate PPE is worn at all times when in potential contact with any contamination. PPE could include eye protection, respiratory protection, and / or protection of skin.</li> <li>5. Staff will follow the instructions / plan as determined by the ORO and / or Director of Public Works.</li> </ol>	<b>Person Responsible:</b>  ORO or designate  Director of Public Works or designate  Water Operators  ORO or Director of Public Works
<b>After Action Required:</b> Staff will document the occurrence in the system logbooks.	



**Espitia Contreras, Jenny**

---

**From:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Sent:** Thursday, June 23, 2022 8:47 AM  
**To:** [REDACTED]  
**Cc:** [REDACTED]; Langford, Amy; Wilder, Pierre; Alemany, Kevin; Raheem, Ferenaz  
**Subject:** RE: Carleton Place WWMP

**Categories:** Yellow Category

Hi [REDACTED],

I acknowledge receipt of your comment regarding lands outside of the municipal boundary of the Town of Carleton Place.

Regards,

Guy

---

**From:** [REDACTED]  
**Sent:** June 23, 2022 8:40 AM  
**To:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Cc:** [REDACTED]  
**Subject:** Carleton Place WWMP

**CAUTION: This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.**

Hi Guy,

With respect to the recently completed WWMP, we would like to note our concern that the study did not take into account future development lands immediately south of the Town limit which have high potential for annexation (Beckwith) to support the Town's growth projections.

Sincerely,

[REDACTED]



**Espitia Contreras, Jenny**

---

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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

From: Guy Bourgon

Sent: July 13, 2022 7:50 AM

To: [REDACTED]

Subject: RE: Water 2022-07-12

Good Morning [REDACTED],

Thank you for your e-mail. The Town has been working through a Water and Wastewater Master Plan and Environmental Assessments for the expansion of our Water Treatment Plant and Wastewater Treatment Plant for the past 18 months. These plans address growth until the year 2041. This process is expected to be complete by the fall of 2022 after which we will move to the preparation of detailed designs for the plant expansions, tendering and then construction. The Town has been diligent in ensuring that capacity is available to support growth as growth occurs. Please feel free to learn more about our on-going process on the Town's website at the following link:

[https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcarletonplace.ca%2Fwater-and-wastewater-](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcarletonplace.ca%2Fwater-and-wastewater-master-)

[plan.php&data=05%7C01%7Cferenaz.raheem%40stantec.com%7C705ba76631c04419608d08da64c6ae75%7C413c6f2c219a469297d3f2b4d80281e7%7C0%7C0%7C637933101736415938%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikk1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=rhlo%2FCofoaEe%2BDvNAIM2DgEYtEThr%2FJ3zMw88WyijOk%3D&reserved=0](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.carletonplace.ca%2F&data=05%7C01%7Cferenaz.raheem%40stantec.com%7C705ba76631c04419608d08da64c6ae75%7C413c6f2c219a469297d3f2b4d80281e7%7C0%7C0%7C637933101736415938%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikk1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=rhlo%2FCofoaEe%2BDvNAIM2DgEYtEThr%2FJ3zMw88WyijOk%3D&reserved=0)

Regards,

Guy Bourgon, P.Eng.

Director of Public Works

Town of Carleton Place

175 Bridge Street,

Carleton Place, ON K7C 2V8

Tel: 613-257-6209

Fax: 613-257-8170

Website:

<https://can01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.carletonplace.ca%2F&data=05%7C01%7Cferenaz.raheem%40stantec.com%7C705ba76631c04419608d08da64c6ae75%7C413c6f2c219a469297d3f2b4d80281e7%7C0%7C0%7C637933101736415938%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikk1haWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sdata=N9jhoD9Cj3oPG99eiUs1q0on7Z1E5e7SdEyuazDRfR4%3D&reserved=0>

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

From: [REDACTED]

Sent: July 12, 2022 5:39 PM

To: Guy Bourgon <gbourgon@carletonplace.ca>

Subject: Water

CAUTION: This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.

Sir

Maybe it's because you keep building houses and adding people, how long will the current water filtration system support growth. Is there a long term plan for 10, 20, 50 years. Maybe that's a question for our politicians.

Respectfully



## Espitia Contreras, Jenny

---

**From:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Sent:** Monday, July 11, 2022 11:28 AM  
**To:** [REDACTED]  
**Cc:** Alemany, Kevin; Wilder, Pierre; Langford, Amy; Raheem, Ferenaz  
**Subject:** RE: Town of Carleton Place, Water and Wastewater Master Plan, Notice of Online PIC 1  
**Attachments:** RE: Water

Good Morning [REDACTED],

The Town acknowledges receipt of your comments. You will recall that the Town responded to these comments on February 4<sup>th</sup>, 2022, a copy of which is attached for your reference.

Thank you for your submission.

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place  
175 Bridge Street,  
Carleton Place, ON K7C 2V8  
Tel: 613-257-6209  
Fax: 613-257-8170  
Website: [www.carletonplace.ca](http://www.carletonplace.ca)



---

**From:** [REDACTED]  
**Sent:** Friday, July 1, 2022 9:31 AM  
**To:** Robinson, Jennifer <[Jennifer.Robinson@stantec.com](mailto:Jennifer.Robinson@stantec.com)>  
**Subject:** Re: Town of Carleton Place, Water and Wastewater Master Plan, Notice of Online PIC 1

Hello Ms. Robinson. I have been disappointed for decades with the town's lackadaisical approach to water metering to be able to accurately charge for water/sewage usage. Especially when new developments are popping up. Along with residents who find it unnecessary to fix dripping taps or to replace toilets that require tsunamis to flush pee away, we have thoughtless residents who have set their automatic lawn sprinklers to run daily, rain or shine. And I have to pay for that as I watch "free" water being wasted.

[REDACTED]

On Feb. 3, 2022 3:43 p.m., "Robinson, Jennifer" <[Jennifer.Robinson@stantec.com](mailto:Jennifer.Robinson@stantec.com)> wrote:

Hello,

Please find the attached Notice of Online Public Information Centre (PIC) 1 in association with the **Town of Carleton Place Water and Wastewater Master Plan Study**. As indicated within the attached notice, Online PIC 1 will be available to review at your leisure beginning **Thursday, February 10, 2022** on the study website (<https://carletonplace.ca/water-and-wastewater-master-plan.php>) and comments can be submitted until **Thursday, February 24, 2022**.

Should you have any comments and/or questions please do not hesitate to contact us.

Kind regards,

**Jenn Robinson**

Environmental Planner, Transportation GTA

OSEC, Whitby Office

Jennifer.Robinson@stantec.com

Stantec



The content of this email is the confidential property of Stantec and should not be copied, modified, retransmitted, or used for any purpose except with Stantec's written authorization. If you are not the intended recipient, please delete all copies and notify us immediately.

## Espitia Contreras, Jenny

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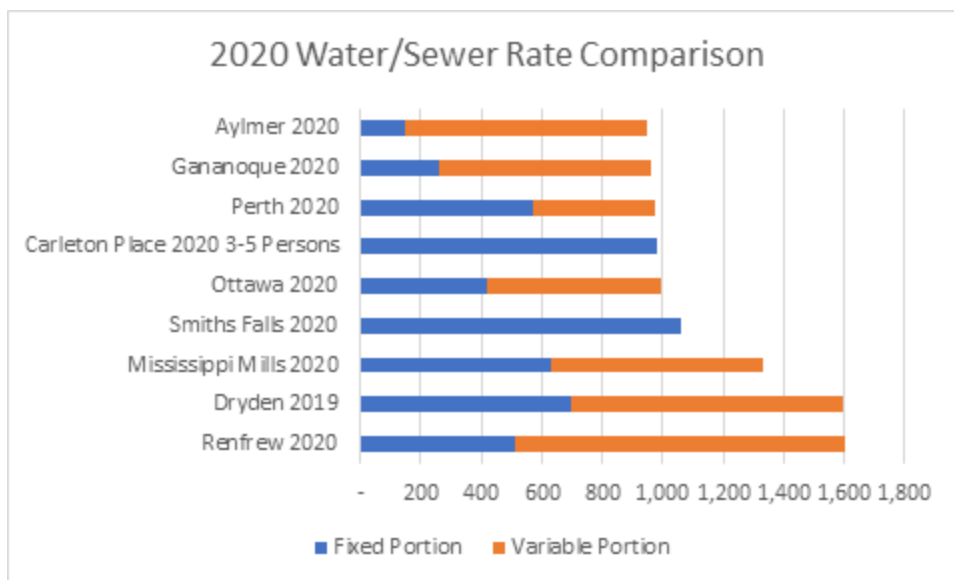
**From:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Sent:** Friday, February 4, 2022 9:28 AM  
**To:** [REDACTED]  
**Subject:** RE: Water

Good Morning [REDACTED]

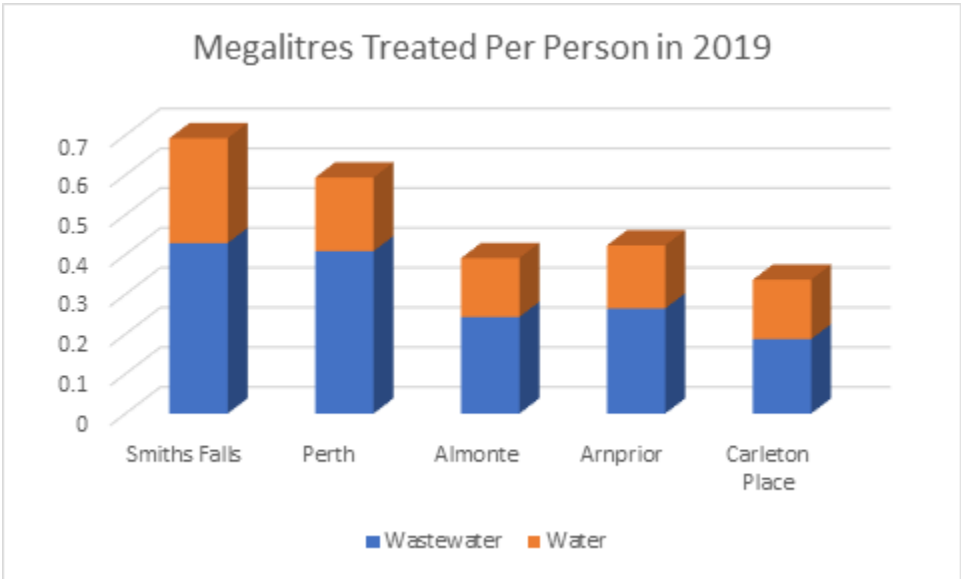
The Town has considered metering residential accounts in the past however have concluded that doing so would ultimately increase the cost of water and sewer services to residents for the following reasons:

- Cost of purchasing and installing meters for all residential connections
- Cost of staff or contracted service to read meters every billing cycle or software licences for remote reading system
- Cost for staff to enter meter readings into financial system
- Cost for saving for capital replacement of meters

In addition, there would still be a need to have a large fixed component on bills because most of the costs to provide these services are fixed and do not vary with the amount of water used (i.e., treatment plant operations, maintenance and replacement of underground infrastructure, staff at the treatment plants, etc....). Variable costs are very limited (i.e., chemicals used during treatment). Most other municipalities have a fixed portion on their bills for this reason. Carleton Place has been able to keep costs low partially as a result of this policy. The chart below shows Carleton Place's rates in 2020 compared to other municipalities.



Many municipalities went to metering in an effort to encourage reduced water usage however studies have now shown that rate of consumption is not significantly impacted by metering systems. The chart below shows evidence to support this by comparing local municipalities that have a variable portion to their bills a compared to Carleton Place that does not:



We continue to try to educate residents regarding the responsible use of our water resources and have recently implemented more restrictive measures for outdoor water use in the month of July, especially concerning lawn watering. Our By-law Officers have been enforcing these restrictions. We also communicate with our residents on our website, through our newsletter and by social media over the warmer months regarding excessive consumption statistics at our water plant and the need to conserve water and not use it wastefully outdoors. These measures did have a positive impact in 2021.

Please let me know if you have any further questions.

Regards,

Guy Bourgon, P.Eng.  
 Director of Public Works  
 Town of Carleton Place  
 175 Bridge Street,  
 Carleton Place, ON K7C 2V8  
 Tel: 613-257-6209  
 Fax: 613-257-8170  
 Website: [www.carletonplace.ca](http://www.carletonplace.ca)




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**From:** [REDACTED]  
**Sent:** February 4, 2022 8:54 AM

To: Guy Bourgon <gbourgon@carletonplace.ca>

Subject: Water

CAUTION: This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.

Hello Mr. Bourbon. Re the plan to optimize water usage and treatment for Carleton Place.

We spent extra costs on replacing the water-wasting out-dated toilets with low-flush toilets to save water and sewage outflows. Unless the town manages to get over the past practices of equal billing for all residents no matter how wasteful and thoughtless some are, I think that you are not just wasting your time but also will continue to waste a precious resource.

The town has to implement plans to encourage mindful actions re water and sewage and not just hire consultants for ideas.

When we first moved into town, we had to temporarily live in an apartment. I noticed that the bathroom sink and tub had taps that would not shut off and by the dark stains, had been running for some time. I asked the landlord for access to the basement so I could shut off the water to replace the washers since there weren't any at the sink nor tub. His reply was don't bother. We all pay the same water fees.

From what I witness around town with lawn sprinklers left on over a weekend, I don't think that this attitude is rare.

Thanks again

## Espitia Contreras, Jenny

---

**From:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Sent:** Monday, July 25, 2022 8:30 AM  
**To:** mliedtke@mvc.on.ca; Matt Craig  
**Cc:** Langford, Amy; Alemany, Kevin; Wilder, Pierre  
**Subject:** FW: Town of Carleton Place Water and Wastewater Master Plan - MVCA Comment Letter  
**Attachments:** Carleton Place WTP & WWTP - Comment Letter - July 7 2022.pdf

Good Morning Mercedes,

The project team acknowledges receipt of a letter dated July 7, 2022, from the Mississippi Valley Conservation Authority (MVCA) regarding the Town of Carleton Place Water and Wastewater Master Plan Study - Phase 2 Report. We agree that:

- The MVCA should be consulted during future planning and design stages regarding any potential upgrades to water and wastewater infrastructure within the MVCA regulated area and/or floodplain of the Mississippi River, and
- Preparing for growth and the anticipated impacts of climate change are key objectives of this study and should continue to be for future planning and design stages.

The project team acknowledges the MVCA's comments regarding additional "Aquatic Environment" impacts of water treatment plant Alternatives C, D, and E and wastewater treatment Alternative A, which will be included in an edited version of the Alternative Evaluation Technical Memorandum and appended to the Water and Wastewater Environmental Study Reports (Phase 4 of this project).

Regards,

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place  
175 Bridge Street,  
Carleton Place, ON K7C 2V8  
Tel: 613-257-6209  
Fax: 613-257-8170  
Website: [www.carletonplace.ca](http://www.carletonplace.ca)



---

**From:** Mercedes Liedtke <[mliedtke@mvc.on.ca](mailto:mliedtke@mvc.on.ca)>  
**Sent:** Thursday, July 7, 2022 10:50 AM  
**To:** [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca); Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>  
**Cc:** Matt Craig <[mcraig@mvc.on.ca](mailto:mcraig@mvc.on.ca)>  
**Subject:** Town of Carleton Place Water and Wastewater Master Plan - MVCA Comment Letter

Good Morning,



Please find attached MVCA's comments regarding the Carleton Place Water & Wastewater Master Plan – Phase 2 Report.

Thank you,

**Mercedes Liedtke, MSc. | Junior Planner | Mississippi Valley Conservation Authority**

10970 Highway 7, Carleton Place, ON K7C 3P1

[www.mvc.on.ca](http://www.mvc.on.ca) | t. 613 253 0006 ext. 267 | f. 613 253 0122 | [mliedtke@mvc.on.ca](mailto:mliedtke@mvc.on.ca)





File: PMRZA-43

July 7, 2022

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place

Kevin Alemany  
Project Manager  
Stantec Consulting Ltd

Dear Guy and Kevin,

**Re: Town of Carleton Place Water and Wastewater Master Plan Study – Phase 2 Report**

---

The Mississippi Valley Conservation Authority (MVCA) staff appreciate the opportunity to provide input on the development of the new Water and Wastewater Master Plan – Phase 2 Report for the Town of Carleton Place.

A Municipal Class Environmental Assessment (MCEA) is being undertaken to identify problems and opportunities, identify alternative solutions, defined implementation plans and implement the solutions.

Based on a review of alternatives, the preferred alternatives were:

- To expand the existing water treatment plant (WTP) on the existing site at John St.
- To add water storage at the WTP site as part of the expansion
- To upgrade watermains in the water distribution system (WDS)
- To expand the existing wastewater treatment plan (WTP) on the existing site off Patterson Cres and partially into the neighboring property (Town's household hazardous waste and compost depot).

The existing capacity of the WTP is 10 000 m<sup>3</sup>/d which is limited by the low lift pumps. The capacity required to meet the planned growth is 20 700 m<sup>3</sup>/d. It is understood that a water availability assessment is ongoing to assess the impact of projected increased water taking needed to accommodate future growth on the river's water levels, which is identified in Phase 1 Report (provided in Appendix A.1).

We would like to take this opportunity to re-iterate our desire to work with the town in building resilience against impacts of climate change and sustained good water quality. The focus on efficient use of infrastructure in relation to sewage, water, and wastewater will be important in achieving the goals of increasing resiliency to extreme weather and reducing pollution and contamination. Please note that the MVCA should be consulted in regard to potential watermain upgrades or any other work within the regulated

area. Written permission may be required from the MVCA prior to straightening, changing, diverting or interfering in any way with the existing channel or the shoreline of a watercourse.

**Natural Hazards:**

Given the proximity of existing facilities to the river, the location of the floodplain needs to be considered throughout the planning and design phases for the proposed expansion to the WTP and WWTP. The proposed expansion footprint of the WTP currently extends into the regulation limit of the 1:100-year floodplain of Mississippi River.

**Climate Change and Green Infrastructure:**

Under the Provincial Policy Statement (2020) for managing growth and development, municipalities are requested to prepare for the impacts of a changing climate by:

- Incorporating efficiencies in their infrastructure and public service facilities;
- Planning for sewage and drinking water services, and stormwater management (including the use of green infrastructure);
- Protecting, improving or reporting the quality and quantity of water by evaluating and preparing for the impacts of a changing climate to water resource systems at the watershed level; and
- Mitigating potential risk to public health or safety or of property damage from natural hazards, and preparing for increased risks associated with natural hazards.

MVCA engineering staff have reviewed the Carleton Place Water and Wastewater Master Plan – Phase 2 Report (May 30, 2022) and offer the following comments and recommendations:

Aquatic Environment – Alternative C: Expanding Existing Site

- There is potential to impact water quantity during low flow conditions (resulting from increased extraction rate). The magnitude of this impact can be determined from Water Availability Study.

Aquatic Environment – Alternative D: Build New/Additional WTP behind Canoe Club

- There is potential to impact water quantity during low flow conditions (resulting from increased extraction rate). The magnitude of this impact can be determined from Water Availability Study.

Aquatic Environment – Alternative E: Municipal Groundwater Well

- There is the potential to contaminate groundwater with surface contaminants (if well is improperly sealed).

Aquatic Environment – Alternative A: Do nothing

- The risk of overloading the system resulting in runoff into local surface waters (i.e., Mississippi River) would negatively impact surface water quality (noted) as well as fish and fish habitat (not noted).

Our Engineering department looks forward to continued involvement in the review and development of this important document.

Yours truly,



Matt Craig  
Manager - Planning & Regulations

## **Espitia Contreras, Jenny**

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**From:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Sent:** Wednesday, July 27, 2022 9:16 AM  
**To:** [REDACTED]  
**Cc:** Raheem, Ferenaz; Wilder, Pierre; Alemany, Kevin; Langford, Amy  
**Subject:** RE: Water/Wastewater Master Plan feedback

Good Morning [REDACTED],

As indicated in our postings and on our website, the Notice of Study Completion was issued and the final public commenting period was opened June 2<sup>nd</sup> and ended July 5<sup>th</sup>, 2022.

I have responded to your points in your e-mail below.

Regards,

Guy

---

**From:** [REDACTED]  
**Sent:** July 26, 2022 10:11 PM  
**To:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Subject:** Water/Wastewater Master Plan feedback

**CAUTION:** This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.

Hello Guy,

I haven't really participated in this master plan previously so I'm not 100% clear where in the process the plan is at this point. But I hope you can incorporate this feedback one way or another. Most of this feedback is based on the Stantec presentation during the May 10th CoW meeting.

Thanks,

**General**

I share [REDACTED] concern about funding the shortfall of these projects with future DCs. This is (potentially) a dangerous trap to fall into, in my opinion. Future growth is definitely not guaranteed, and there are plenty of towns with negative growth rates when their economic fundamentals change. And to an extent placing this burden on future developments will slightly dampen demand in Carleton Place (due to higher fees). And we may yet find other long term, DC-funded projects run into similar underfunding problems since presumably all of the same conditions will apply to those projects too.

On the other hand, I don't personally see "let's just not expand our infrastructure" as a viable alternative. I would like to see more information about possible phasing plans, "quick wins", deferral possibilities etc. I allude to one such possibility in the WWTP section below. In short, I hope that there may be a happy medium between the two extremes of "worry not - future DCs will definitely save us" and "let's just not expand our infrastructure".

**Your comment is noted. This will be a decision of Council.**

## WTP

The report mentioned the positive fact that there are now 3 watermains crossing the river, providing much-needed redundancy to the North of town. My concern is that, with the recommended plan to concentrate most of the new infrastructure (storage, treatment) at the existing WTP site, would that create a redundancy risk of watermains leaving that site to the rest of Town?

Based on the map provided in the report, it appears that there are only 2 mains leaving the existing WTP site. With the intended concentration of new infrastructure at that site, I would expect much higher flows through those 2 existing mains. But these mains must be some of the oldest and most prone to failure in Town. For example, I am aware that there was an incident on the DRS property watermain last year (my wife reported it!)

While the Plan calls for repairs/upgrades to these 2 existing watermains, is there an additional need for a third main leaving the upgraded WTP site to provide greater redundancy?

**Additional redundancy measures will be looked at as part of the detailed design of the plant expansion.**

## WWTP

If I understood the presentation correctly, it seemed to indicate that the majority of the need to expand this site is due to flows caused by infiltration & inflow of stormwater into the WWTP, considering the peak flow (30k in spring) is 370% of the annual average (7.9k). If this interpretation is correct, it would seem the problem is primarily I/I, and not due to growth - although of course growth contributes as well.

My question is: if we primarily have an I/I problem, shouldn't we be addressing that first, in order to achieve as much efficiency from the existing infrastructure as possible? I understand that that alone is insufficient to meet our required targets (Option B) - but how much efficiency can be achieved? Are there known "low hanging fruit" I/I problems that could be efficiently fixed? It could be possible that investing in solving some subset of the I/I problems would allow us to defer expanding the WWTP until such a time as our DCs are more properly implemented. And of course, fixing these problems will allow both our current, and upgraded WWTP to run more efficiently.

Rejecting Option B as a complete, long-term solution shouldn't preclude a proper discussion about opportunities to fix I/I problems.

**The vast majority of the infrastructure in Town is under 45 years old through good asset management undertaken by the Town. Many older municipalities struggle with the same issue as often times sump pumps or weeping tiles in older neighborhoods are connected to the sanitary sewer, especially in areas which do not have storm sewers. The WWMP does recommend flow monitoring going forward to try to isolate areas of higher than expected flows.**

**From:** [Guy Bourgon](#)  
**To:** [REDACTED]  
**Cc:** [Raheem, Ferenaz](#); [Wilder, Pierre](#); [Alemany, Kevin](#); [Langford, Amy](#)  
**Subject:** RE: Water/Wastewater Master Plan feedback  
**Date:** Tuesday, August 2, 2022 10:51:28 AM

---

Hi [REDACTED],

Thank you for the additional feedback. From experience in other municipalities, it is often quite difficult to get public buy-in to making changes with regard to the connection within their homes. Many residents will refuse access to their homes for inspections of this nature, possibly knowing that they have an illegal connection and not wanting to have a sump pump discharging onto their lawns, and/or not wanting to incur costs to make the necessary changes. The first step is attempting to define the extent of the issue through flow monitoring to see where we need to concentrate our efforts.

You are correct that the introduction of storm sewers on streets where none are currently existing is a very expensive proposition, and the reconnection of private plumbing to a new storm sewer is not guaranteed as there can be a substantial cost to each homeowner for works on their property.

Thanks again for your feedback.

Guy

---

**From:** [REDACTED]  
**Sent:** July 29, 2022 10:46 PM  
**To:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Cc:** Raheem, Ferenaz <Ferenaz.Raheem@stantec.com>; Wilder, Pierre <Pierre.Wilder@stantec.com>; Alemany, Kevin <kevin.alemany@stantec.com>; Langford, Amy <Amy.Langford@stantec.com>  
**Subject:** Re: Water/Wastewater Master Plan feedback

Hello Guy,

Thanks for taking the time to respond, especially considering I have so completely missed the proper feedback period(s)!

My only additional piece of followup concerns the previously mentioned I/I issues. If I understood your comment here, it implies that the majority of I/I originates from private dwellings. If that's the case, would there be any sense in investigating some kind of incentive/grant scheme to property owners to address these issues? I have no idea whether the numbers for such a scheme would pan out (ie. if it would actually save enough money long-term to be worth the upfront cost). We're doing plenty of other sensible programs that are expected to pay off in the long term (eg. LED street lighting) including grants/subsidies (composters/rain barrels etc.) so there's precedent. Of course such schemes wouldn't affect the need for a WWTP expansion in the short term unfortunately.

Speaking personally, some <\$2000 (in 2019 prices....) eavestroughs completely prevented substantial water ingress into my basement during the spring melt, which I am certain was previously ending up in the sanitary sewer. From what I understand this is a fairly common occurrence in Carleton Place.

Additionally, your reply implied that there are areas that do not have storm sewers. Is it cost-effective/feasible to retrofit older neighbourhoods (as part of regular roadworks) with modern storm sewers?

Thanks,

[REDACTED]

On Wed, Jul 27, 2022 at 9:16 AM Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)> wrote:

Good Morning [REDACTED]

As indicated in our postings and on our website, the Notice of Study Completion was issued and the final public commenting period was opened June 2<sup>nd</sup> and ended July 5<sup>th</sup>, 2022.

I have responded to your points in your e-mail below.

Regards,

Guy

---

**From:** [REDACTED]  
**Sent:** July 26, 2022 10:11 PM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Subject:** Water/Wastewater Master Plan feedback

**CAUTION: This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.**

Hello Guy,

I haven't really participated in this master plan previously so I'm not 100% clear where in the process the plan is at this point. But I hope you can incorporate this feedback one way or another. Most of this feedback is based on the Stantec presentation during the May 10th CoW meeting.

Thanks,

[REDACTED]

**General**

I share Councillor Tennant's concern about funding the shortfall of these projects with future DCs. This is (potentially) a dangerous trap to fall into, in my opinion. Future growth is definitely not

guaranteed, and there are plenty of towns with negative growth rates when their economic fundamentals change. And to an extent placing this burden on future developments will slightly dampen demand in Carleton Place (due to higher fees). And we may yet find other long term, DC-funded projects run into similar underfunding problems since presumably all of the same conditions will apply to those projects too.

On the other hand, I don't personally see "let's just not expand our infrastructure" as a viable alternative. I would like to see more information about possible phasing plans, "quick wins", deferral possibilities etc. I allude to one such possibility in the WWTP section below. In short, I hope that there may be a happy medium between the two extremes of "worry not - future DCs will definitely save us" and "let's just not expand our infrastructure".

Your comment is noted. This will be a decision of Council.

### **WTP**

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While the Plan calls for repairs/upgrades to these 2 existing watermains, is there an additional need for a third main leaving the upgraded WTP site to provide greater redundancy?

Additional redundancy measures will be looked at as part of the detailed design of the plant expansion.

### **WWTP**

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expanding the WWTP until such a time as our DCs are more properly implemented. And of course, fixing these problems will allow both our current, and upgraded WWTP to run more efficiently.

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**From:** [Guy Bourgon](#)  
**To:** [Raheem, Ferenaz](#)  
**Subject:** FW: Notices to Metis Nation of Ontario  
**Date:** Monday, August 15, 2022 7:36:59 AM

---

See below.

---

**From:** [REDACTED]  
**Sent:** August 5, 2022 4:21 PM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>; [kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)  
**Subject:** Notices to Metis Nation of Ontario

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Hello,

The Metis Nation of Ontario (MNO) received a notice from Stantec in January or February 2022 by mail to the address Suite 1100-66 Slater St., Ottawa, ON.

I am writing to advise the Town of Carleton Place and Stantec Consulting that the Metis Nation of Ontario Lands, Resources and Consultations branch has not been processing paper (mailed-in) notices (e.g., plan amendments, zoning by-law amendments, notices of public meetings, notices of study commencement and completion) since COVID-19 office closures. Please do not send the MNO notifications by hard copy (paper) mail as they will not be processed or received by the appropriate Métis Regional Consultation Committee for their review and consideration.

**Instead, please send electronic versions of these notices to the email address [consultations@metisnation.org](mailto:consultations@metisnation.org).**

Kindly advise the clerk and all planning department staff of this request.

Many thanks,

[REDACTED]  
[REDACTED]  
Lands, Resources and Consultations  
Métis Nation of Ontario  
311-75 Sherbourne St.  
Toronto, ON M5A 2P9  
Cell: [REDACTED]  
Ph: 416-977-9881 [REDACTED]  
TF: 1-888-466-6684  
E: [REDACTED]

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*sender and destroy all copies of this email. Thank you.*

**Please consider the environment before printing this e-mail.**

**From:** [REDACTED]  
**To:** [Guy Bourgon](#)  
**Cc:** [Raheem, Ferenaz](#); [Wilder, Pierre](#); [Langford, Amy](#); [Alemany, Kevin](#); [REDACTED]  
**Subject:** RE: Town of Carleton Place - Water and Wastewater Master Plan  
**Date:** Tuesday, August 23, 2022 2:38:50 PM  
**Attachments:** [image001.jpg](#)  
[image002.png](#)

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Thanks Guy.

Can you also please add me to the circulation list for future PIC circulation?

Regards

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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**From:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Sent:** August 23, 2022 1:27 PM  
**To:** [REDACTED]  
**Cc:** [Raheem, Ferenaz <Ferenaz.Raheem@stantec.com>](mailto:Ferenaz.Raheem@stantec.com); [Wilder, Pierre <Pierre.Wilder@stantec.com>](mailto:Pierre.Wilder@stantec.com); [Langford, Amy <Amy.Langford@stantec.com>](mailto:Amy.Langford@stantec.com); [Alemany, Kevin <kevin.alemany@stantec.com>](mailto:kevin.alemany@stantec.com); [REDACTED]  
[REDACTED]  
**Subject:** RE: Town of Carleton Place - Water and Wastewater Master Plan

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

Hi [REDACTED],

Nice to hear from you. I hope is well with you as well.

You will find the report at the following link: <https://carletonplace.ca/water-and-wastewater-master-plan.php>

Regards,

Guy

---

**From:** [REDACTED]  
**Sent:** August 23, 2022 1:03 PM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Cc:** Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>; Wilder, Pierre <[Pierre.Wilder@stantec.com](mailto:Pierre.Wilder@stantec.com)>;  
Langford, Amy <[Amy.Langford@stantec.com](mailto:Amy.Langford@stantec.com)>; Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>; [REDACTED]  
[REDACTED]  
**Subject:** RE: Town of Carleton Place - Water and Wastewater Master Plan

Hi Guy,  
I hope things are well.  
I understand that a special Committee of the Whole meeting is scheduled for this Thursday, to discuss the draft Transportation + Water/Wastewater Master Plans.  
Based on the agenda, it appears that the draft Water/Wastewater Master Plan was presented at a May 11/22 CoW meeting and has already been posted for comments.  
The minutes form CoW meeting May 10<sup>th</sup> identify that the report was presented, but the report is not attached.  
Can you direct us to where we can find a copy of the draft report?

Thanks

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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**From:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Sent:** May 11, 2022 10:00 AM  
**To:** [REDACTED]  
[REDACTED] Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>; Wilder, Pierre <[Pierre.Wilder@stantec.com](mailto:Pierre.Wilder@stantec.com)>; Langford, Amy <[Amy.Langford@stantec.com](mailto:Amy.Langford@stantec.com)>; Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>  
**Subject:** RE: Town of Carleton Place - Water and Wastewater Master Plan

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

Hi [REDACTED]

The draft W/WWMP has not yet been posted for 30 day public review. Our first step was to present to Council prior to getting the documents ready for posting. We will endeavour to do so now and the document will be made available on our website for public review and comment in the near future.

Regards,

Guy

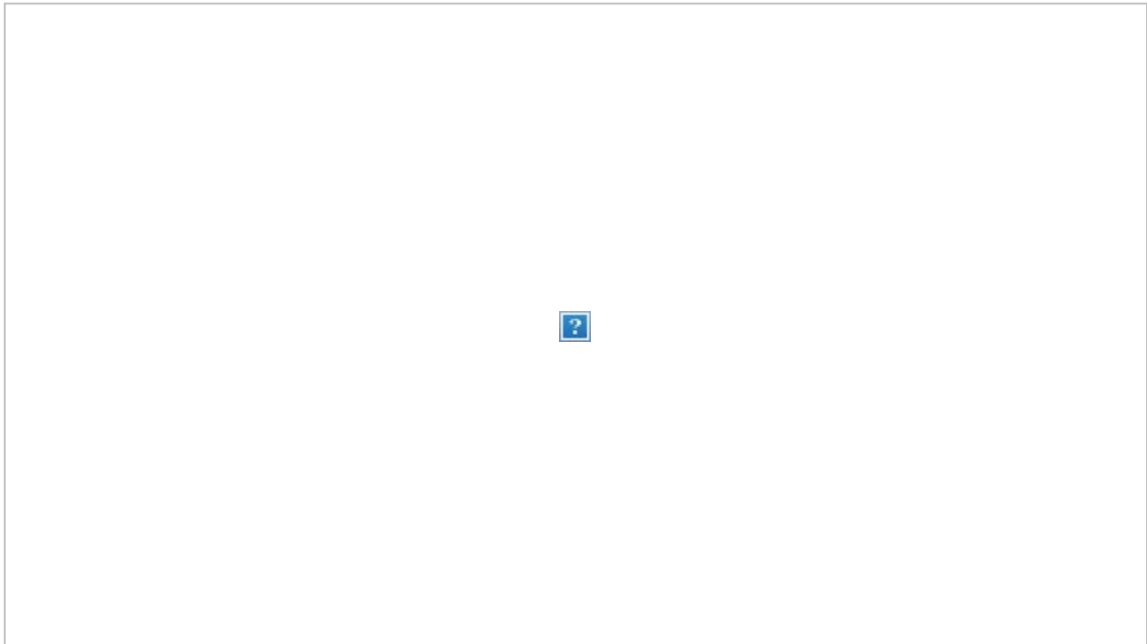
---

**From:** [REDACTED]  
**Sent:** May 11, 2022 9:52 AM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Cc:** [REDACTED]  
**Subject:** RE: Town of Carleton Place - Water and Wastewater Master Plan

Hi Guy,

1. In the Stantec presentation to the Committee of the Whole yesterday evening, there was a reference to an April 29<sup>th</sup> Draft Report.  
Can you please send us a copy for review?
2. We note that the Schedule A/A+ water distribution system upgrades were presented at yesterday's meeting for the first time.  
Are there any wastewater projects also being recommended in the 20-year planning horizon?

We'd like to better understand the recommended projects, given that we see that you are intending to wrap up the Schedule A/A+ projects this month.



Thanks,

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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---

**From:** [REDACTED]  
**Sent:** November 26, 2021 5:30 AM  
**To:** 'Guy Bourgon' <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Subject:** RE: Town of Carleton Place - Water and Wastewater Master Plan

Thanks, Guy.

I'm working on a due diligence exercise now, so I will be back in touch when we need modelling info as the project progresses.

Thanks again,

[REDACTED]

[REDACTED]

[REDACTED]

This email, including any attachments, is for the sole use of the intended recipient(s) and may contain private, confidential, and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient or if this information has been inappropriately forwarded to you, please contact the sender by reply email and destroy all copies of the original.

---

**From:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Sent:** November 24, 2021 4:39 PM  
**To:** [REDACTED]  
**Subject:** RE: Town of Carleton Place - Water and Wastewater Master Plan

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

Hi [REDACTED],

You have been added to the list.

There are no recent versions of a water/wastewater master plan which has triggered the need for this study to be undertaken now. Our models have been kept up to date, however, and if you are in need of any information regarding water pressure and/or wastewater capacity in the collection system at a certain location in support of a development application, please just send me a request and I will have our consultant get that information for you.

Regards,

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place  
175 Bridge Street,  
Carleton Place, ON K7C 2V8  
Tel: 613-257-6209  
Fax: 613-257-8170  
Website: [www.carletonplace.ca](http://www.carletonplace.ca)



---

**From:** [REDACTED]  
**Sent:** November 24, 2021 7:11 AM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Subject:** Town of Carleton Place - Water and Wastewater Master Plan

**CAUTION: This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.**

Hi Guy,

Can I please be added to the mailing list for this study?

Also, could you please direct me to where I can view the latest version of the Servicing/Water and Wastewater Master Plan?

Thank you,

[REDACTED]  
[REDACTED]



[REDACTED]

[REDACTED]

This email, including any attachments, is for the sole use of the intended recipient(s) and may contain private, confidential, and privileged information. Any unauthorized review, use, disclosure, or distribution is prohibited. If you are not the intended recipient or if this information has been inappropriately forwarded to you, please contact the sender by reply email and destroy all copies of the original.

**From:** [Raheem, Ferenaz](#)  
**To:** [Raheem, Ferenaz](#)  
**Subject:** RE: CP W&WW Master Plan - McNeely Landing  
[REDACTED]  
**Attachments:** [image001.png](#)

---

**From:** Guy Bourgon  
**Sent:** September 8, 2022 1:41 PM  
**To:** [REDACTED]  
**Cc:** Niki Dwyer <[ndwyer@carletonplace.ca](mailto:ndwyer@carletonplace.ca)>; [REDACTED]  
**Subject:** RE: CP W&WW Master Plan - McNeely Landing

Good Afternoon [REDACTED],

The Water & Wastewater Master Plan Update used the 2021 Comprehensive Report to assume buildout / phasing and location of developments as it was the best available information provided by the Town at the time of the analysis. The linear infrastructure analyses were performed at a trunk-level for the Master Plan. Our review of future potable water servicing requirements indicates that there are no concerns for pressure or fire flows along the trunk watermains to the McNeely Landing area using the level of service parameters (i.e. pressures & fire flow demands) identified in the Master Plan assessment. This is based on the final buildout of the development and assumes that the required treatment plant expansions and watermain upgrades identified in the Master Plan have been completed. A separate study would be required to assess the capacity of the existing sanitary sewer system immediately downstream of McNeely Landing, including the Highway 7 sewage pumping station, to confirm the system needs to service this additional growth area beyond what was assessed in the Master Plan Update.

Regards,

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place  
175 Bridge Street,  
Carleton Place, ON K7C 2V8  
Tel: 613-257-6209  
Fax: 613-257-8170  
Website: [www.carletonplace.ca](http://www.carletonplace.ca)



---

**From:** [REDACTED]  
**Sent:** August 25, 2022 10:20 AM

**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>

**Cc:** Niki Dwyer <[ndwyer@carletonplace.ca](mailto:ndwyer@carletonplace.ca)>; [REDACTED]

**Subject:** CP W&WW Master Plan - McNeely Landing

**CAUTION: This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.**

Hi Guy

Hope all is well.

I was just made aware of the recent Water & Wastewater Master Plan Update completed and had a bit of a concern regarding timing projections, that I was hoping you could provide some clarity for me.

The Main Body and Phase 1 report in Appendix 1 has figures that show McNeely Landing as being partially Urban Greenfield for land use(east), and not residential district (like the west part of the development). I see in the fine print that the source of the file is a 2021 file (perhaps that pre-dates the 2021 DPA we made). Other parts of the report suggest that build out would not occur till post 2041. The phasing and buildout are not shown from east to west as per recent correspondence with the Town/County; and the timing that our client desires and we had discussed with the Town is looking at build out in 2031.

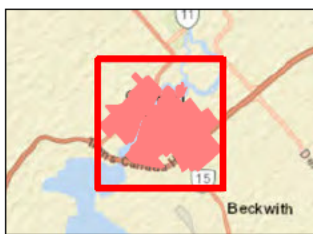
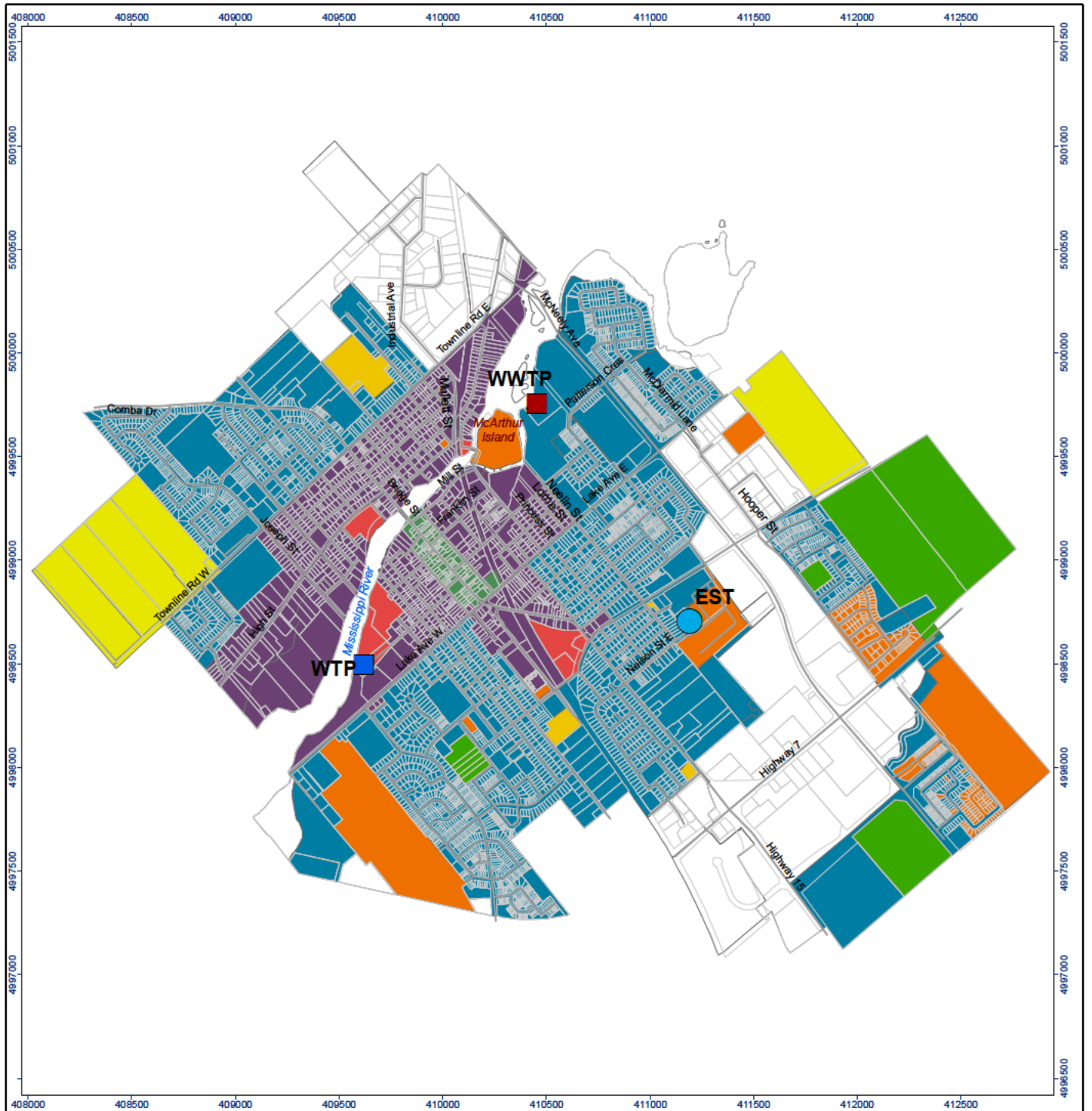
Are there any downstream water/waste water constraints on development of McNeely Landing (as presented in the DPA) within any of the projection years of 2026, 2031 and 2041?

Your input is appreciated.

Thanks

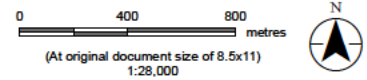
[REDACTED]

The information contained in this email message is confidential and is for exclusive use of the addressee.



**Legend**

- Elevated Storage Tank (EST)
- Wastewater Treatment Plant (WWTWP)
- Water Treatment Plant (WTP)
- No Projected Development as per Comprehensive Review
- Active Development Applications
- Strategic Properties
- Downtown District
- Intensification Sites
- Mississippi Residential Sector
- Residential District
- Urban Greenfield
- Rural Greenfield



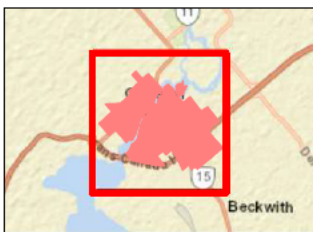
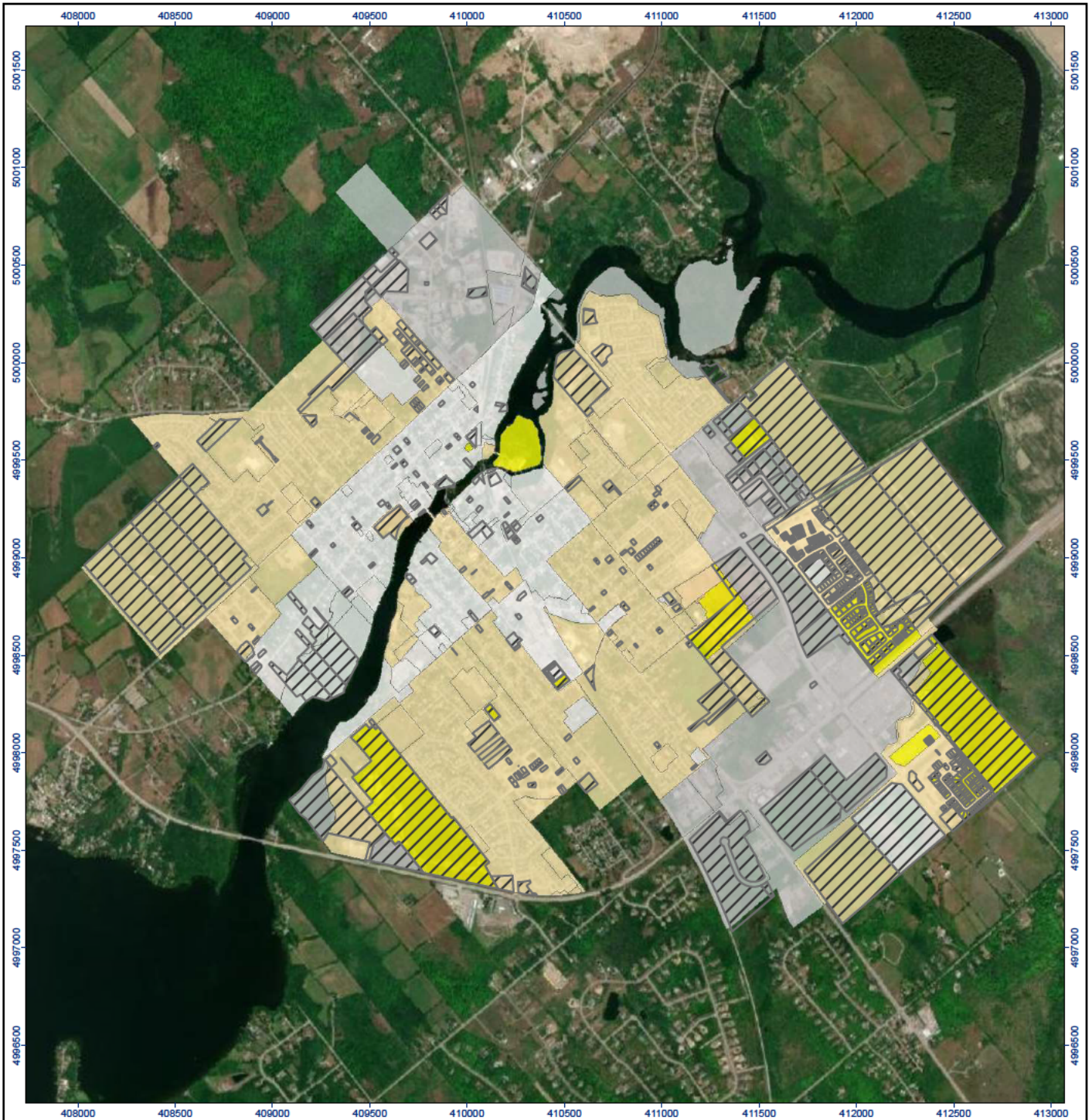
Carleton Place, ON  
 Client/Project Carleton Place W&WW Master Plan  
 Town of Carleton Place  
 Carleton Place W&WW Master Plan  
 Phase 1 Report

Figure No.  
**2-1**








Title  
**Future Growth Areas**

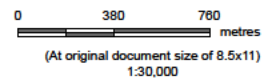
**Notes**  
 1. Coordinate System: NAD 1983 UTM Zone 18N  
 2. Data Sources: *parcelfabric.shp* and *Road\_CL.shp* provided by the Town of Carleton Place, *DP\_landuse.shp* provided by J.L. Richards.  
 3. Projected development areas as defined in J.L. Richards *Council Report for Comprehensive Review* (J.L. Richards, 2021)  
 34. Background: Sources: Esri, HERE, Garmin.





**Legend**

-  Vacant Land
-  No Planned Development
-  0% Developed
-  ≥ 25% Developed
-  ≥ 50% Developed
-  ≥ 80% Developed
-  100% Developed



Project Location

Carleton Place, ON

Client/Project: Carleton Place W&WW Master Plan  
 Town of Carleton Place  
 Carleton Place W&WW Master Plan  
 Design Basis Memo

Figure No.

A-1

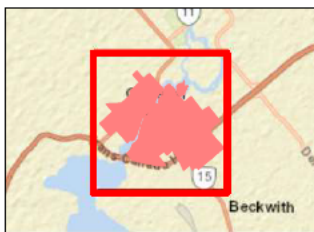
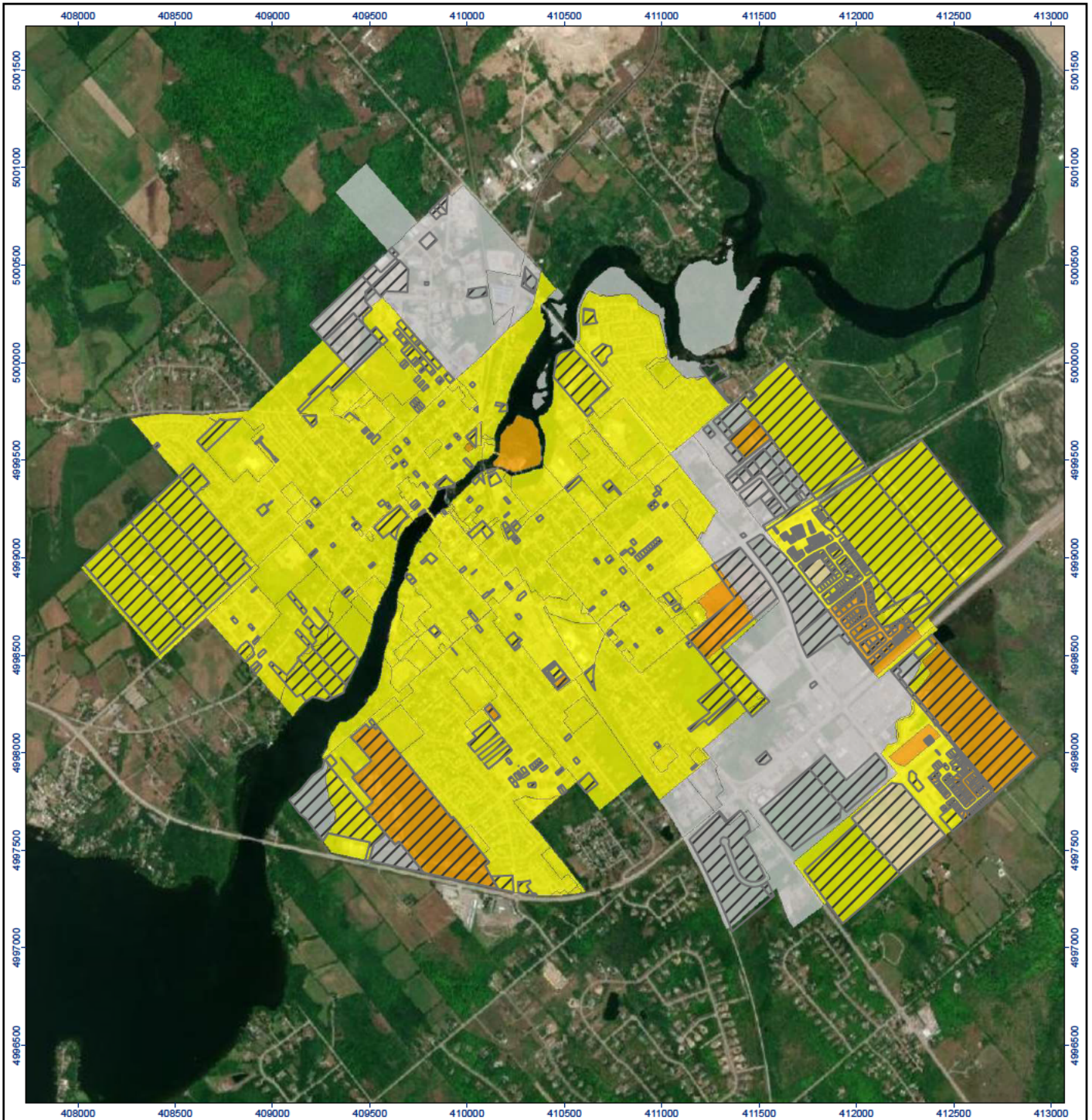
Title

**Projected Land Development in Carleton Place (2026)**








**Notes**  
 1. Coordinate System: NAD 1983 UTM Zone 18N  
 2. Data Sources: *parcelfabric.shp* provided by the Town of Carleton Place and *DP\_landuse.shp* provided by J.L. Richards  
 3. Background: Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

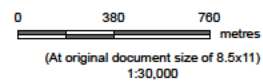
Disclaimer: This document has been prepared based on information provided by others as cited in the Notes section. Stantec has not verified the accuracy and/or completeness of this information and shall not be responsible for any errors or omissions which may be incorporated herein as a result. Stantec assumes no responsibility for data supplied in electronic format, and the recipient accepts full responsibility for verifying the accuracy and completeness of the data.





**Legend**

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-  0% Developed
-  ≥ 25% Developed
-  ≥ 50% Developed
-  ≥ 80% Developed
-  100% Developed



Project Location

Carleton Place, ON

Client/Project Carleton Place W&WW Master Plan  
 Town of Carleton Place  
 Carleton Place W&WW Master Plan  
 Design Basis Memo

Figure No.  
 A-2

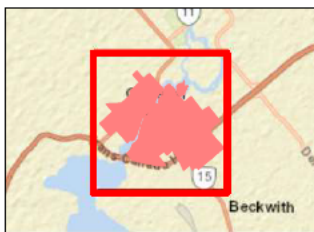
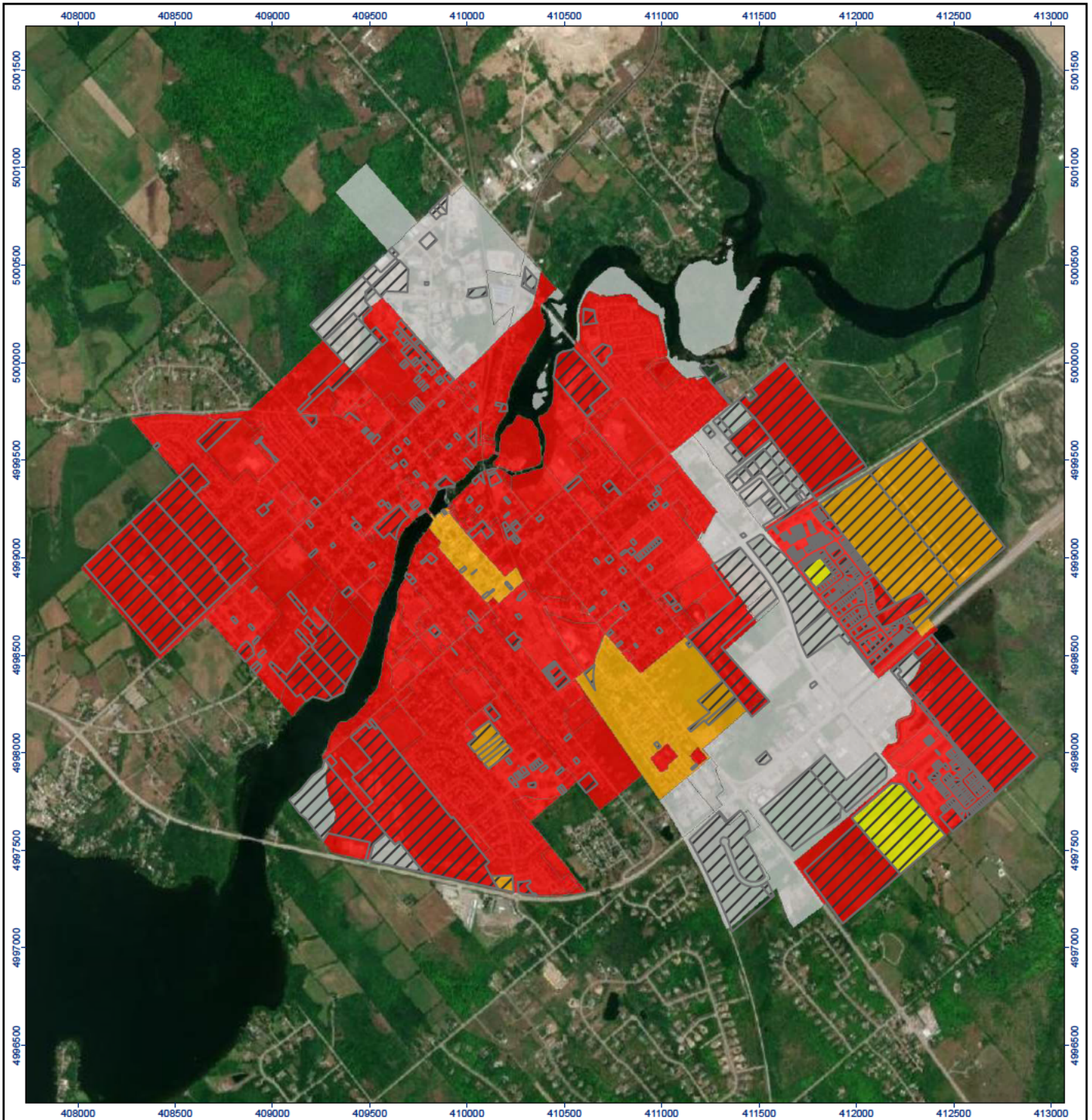
Title  
**Projected Land Development in  
 Carleton Place (2031)**

**Notes**








1. Coordinate System: NAD 1983 UTM Zone 18N
2. Data Sources: *parcelfabric.shp* provided by the Town of Carleton Place and *DP\_landuse.shp* provided by J.L. Richards
3. Background: Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

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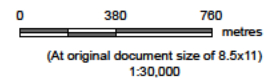


**Legend**

-  Vacant Land
-  No Planned Development
-  0% Developed
-  ≥ 25% Developed
-  ≥ 50% Developed
-  ≥ 80% Developed
-  100% Developed

**Notes**

1. Coordinate System: NAD 1983 UTM Zone 18N
2. Data Sources: *parcelfabric.shp* provided by the Town of Carleton Place and *DP\_landuse.shp* provided by J.L. Richards
3. Background: Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



Project Location

Carleton Place, ON

Client/Project Carleton Place W&WW Master Plan  
 Town of Carleton Place  
 Carleton Place W&WW Master Plan  
 Design Basis Memo

Figure No.  
 A-3

Title  
**Projected Land Development in Carleton Place (2041)**

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## Espitia Contreras, Jenny

---

**From:** Raheem, Ferenaz  
**Sent:** Thursday, December 1, 2022 9:46 AM  
**Cc:** gbourgon@carletonplace.ca; Alemany, Kevin  
**Subject:** Town of Carleton Place Water and Wastewater Treatment Plant Expansion - Notice of Commencement and Public Information Centre  
**Attachments:** no\_PIC2\_cp\_wwmp\_final\_20221123\_Rev1.pdf

Hello,

Please find the attached Notice Study Commencement and Online Public Information Centre (PIC) in association with the **Town of Carleton Place Water and Wastewater Treatment Plant Expansions**. As indicated within the attached Environmental Assessment notice, the online PIC materials in the form of a recorded presentation is available to review beginning **Monday, December 5, 2022** on the study website (<https://carletonplace.ca/wwtp-expansion-eas.php> - click 'Recorded Presentation') and comments submitted by **Monday, December 19, 2022** will be reflected in the public record.

Should you have any comments and/or questions please do not hesitate to contact the Project Team per the attached Notice.

Best Regards,

**Ferenaz Raheem** RPP MCIP

Senior Environmental Planner /  
Ottawa Office Leader

ferenaz.raheem@stantec.com

Stantec  
400 - 1331 Clyde Avenue  
Ottawa ON K2C 3G4







# Municipal Matters December 1<sup>st</sup>, 2022

## Council & Committee of the Whole

**Tuesday, December 6th, 2022**

The next regularly scheduled Council and Committee of the Whole meeting will be on **Tuesday, December 6th, 2022**. Please see the Town's website at [www.carletonplace.ca](http://www.carletonplace.ca) for start time and associated documents.

## Notice of Commencement & Online Public Information Centre

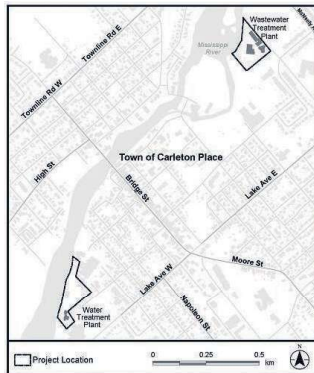
The Town of Carleton Place (Town) Council approved the updated Water and Wastewater Master Plan in September 2022. A recommended number of water and wastewater projects were identified as part of the Master Plan, including the expansion of the Water Treatment Plant and the Wastewater Treatment Plant. The Town is now initiating Phases 3 and 4 of the Municipal Class Environmental Assessment (Class EA) process for the proposed modifications to the existing Water and Wastewater Treatment Plants.

### Study Process

Both studies are being undertaken in accordance with the Class EA planning and design process for Schedule C projects, as outlined in the Municipal Engineers Association document (October 2000, amended in 2007, 2011 and 2015), which is approved under the Ontario Environmental Assessment Act. The Master Plan was undertaken in accordance with the Master Plan process, which generally addresses Phases 1 and 2 of the Class EA process. The Town is proceeding with Phases 3 and 4 of the Class EA process to complete the planning and preliminary design for these recommended projects, which generally includes identifying and evaluating a range of alternative design concepts, identifying a preferred design, and documenting the decision-making process within an Environmental Study Report.

### Online Public Information Centre

As part of this study, a comprehensive consultation process is being undertaken and your participation is encouraged. An Online Public Information Centre (PIC) has been scheduled to present the study background, evaluation criteria, alternative and recommended design concepts for each expansion project and next steps in the Class EA process. The Online PIC will be available for your review and feedback on the study website at <https://carletonplace.ca/wwtp-expansion-eas.php>. A recorded presentation will be offered as part of the Online PIC beginning Monday, December 5th, 2022, and comments are kindly requested by Monday, December 19th, 2022.



We look forward to hearing from you!

Please visit the Town's website or contact one of the following study team members if you would like to learn more about this study, to be added to the study mailing list, provide comments, or have any accessibility requests:

### Guy Bourgon, P.Eng.

Director of Public Works

Town of Carleton Place

Tel: 613-257-6209

Email: [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)

### Kevin Alemany

Project Manager

Stantec Consulting Ltd.

Tel: 613-724-4091

Email: [kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)

All information will be collected in accordance with the Freedom of Information and Protection of Privacy Act (2009). With the exception of personal information, all comments will become part of the public record.

## Overnight Winter Parking Restrictions Start November 15th

Starting November 15th, 2022, through to April 1st, 2023, overnight on-street parking will be strictly prohibited between the hours of 12:00 a.m. and 7:00 a.m., regardless of weather conditions, to allow for thorough and efficient winter maintenance operations. The Town has a legal responsibility to provide safe roadways for our community and to maintain our streets and sidewalks in accordance with Provincial Minimum Maintenance Standards.

Vehicles parked in violation of the ban may be ticketed and towed to the Public Library parking lot at 101 Beckwith Street.

There are seven (7) areas in Town that can be used as overnight parking areas from 7:00 p.m. to 11:00 a.m.:

1. 10 spaces at the east end of the Riverside Park parking lot at the end of John Street.
2. Approximately eight (8) spots in the gravel parking lot for Carleton Junction on Coleman Street.
3. Approximately 10 to 12 spaces in the gravel area on Cavanagh Road next to the tower and stormwater pond.
4. Approximately six (6) spaces in the temporary gravel area at the south end of McNeely Avenue by the trail.
5. Approximately 10 to 12 spaces in the Centennial Park Parking Lot on Joseph Street.
6. Carleton Place Public Library parking lot – nine (9) signed spaces adjacent to Judson Street.
7. Southerly end of Power Street - Municipal gravel parking lot in its entirety.

All vehicles parked in the designated overnight areas MUST be removed by 11:00 a.m. the following day at the latest to allow for snow removal or risk being ticketed and towed to the Carleton Place Public Library Parking Lot at 101 Beckwith Street.

We appreciate your support and if you have any questions, please contact the Public Works Department at 613-257-2253.

## NOTICE OF COMMENCEMENT & ONLINE PUBLIC INFORMATION CENTRE

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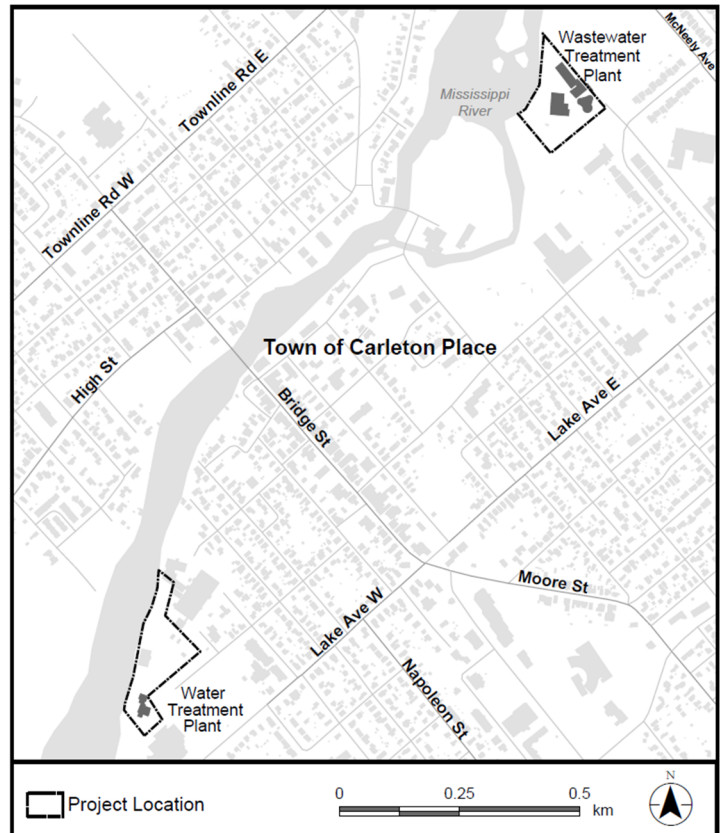
### We look forward to hearing from you!

Please visit the Town's website or contact one of the following study team members if you would like to learn more about this study, to be added to the study mailing list, provide comments, or have any accessibility requests:

**Guy Bourgon, P.Eng.**  
Director of Public Works  
Town of Carleton Place  
Tel: 613-257-6209  
Email: [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)

**Kevin Alemany**  
Project Manager  
Stantec Consulting Ltd.  
Tel: 613-724-4091  
Email: [kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)

All information will be collected in accordance with the *Freedom of Information and Protection of Privacy Act* (2009). With the exception of personal information, all comments will become part of the public record.







Evelyn Harford/Metroland

Dr. Linna Li, medical officer of health for the Leeds, Grenville Lanark District Health Unit, recommends people wear masks as respiratory viruses circulate in the community.

# MASKING ENCOURAGED IN WAKE OF PEDIATRIC FLU DEATH

EVELYN HARFORD  
eharford@metroland.com

After the flu caused the death of a small child in Lanark County this November, doctors are calling for the public to wear masks as respiratory viruses circulate.

"We are asking everyone to wear a well-fitted mask when indoors, in crowded public places and around those most vulnerable — many of them may not be able to wear or tolerate masks," said Dr. Linna Li, medical officer of health for the Leeds, Grenville and Lanark District Health Unit. "People should also consider bringing a mask with them wherever they go, so they can slip one on if the occasional calls for it."

Masking can help reduce the transmission of respiratory viruses such as flu, respiratory syncytial virus (RSV) and COVID-19. While no provincial mask mandate is in place, top doctors recommend their use.

Carleton Place & District Memorial Hospital (CPDMH) chief of staff Dr.

Allyson Champagne called mandating masking a contentious issue, but "it helps reduce transmission of respiratory viruses when we are indoors and unable to maintain social distancing."

Li explained masks are just one layer of protection people should use. Others: staying home if sick, getting flu and COVID-19 shots, washing hands frequently, avoid touching your eyes, nose and mouth, cleaning high-touch surfaces and covering coughs and sneezes.

"We layer up and down based on levels of risk," Champagne added. "Layers include vaccination, self-monitoring for symptoms and staying away from others when symptomatic, in addition to wearing a mask, avoiding crowded indoor spaces and maintaining physical distancing when you can."

The health unit continues to advocate for a provincial and regional approach.

"We do not currently have any plans to institute a mask mandate," said Li.

Renfrew County's top doctor has supported a mask mandate. The recent flu death draws attention to the dangers of respiratory illnesses — especially on young children, the elderly and pregnant people.

Of the recent death, Li said: "This is an incredibly tragic situation and my heart goes out to her family and community. I hope everyone will give their family and loved ones a big hug. We deal with numbers and cases but the bottom line is that these viruses affect people."

According to Li, the total number of regional flu deaths from year to year isn't clear because flu testing has been limited in the past and so it's difficult to gauge the true number — which is the case for smaller regions like Leeds, Grenville and Lanark.

She explained testing eligibility for both flu and RSV, which particularly impacts young children more severely, is very limited.

"RSV is not reportable

See HEALTH, page 4



## Municipal Matters December 8<sup>th</sup>, 2022

### Council & Committee of the Whole

**Tuesday, December 13th, 2022**

The next regularly scheduled Council and Committee of the Whole meeting, and the last meeting of 2022, will be held on **Tuesday, December 13th, 2022**. Please see the Town's website at [www.carletonplace.ca](http://www.carletonplace.ca) for start time and associated documents.

The next regularly scheduled meeting following the Christmas break will be on Tuesday, January 10th, 2023.

### Notice of Commencement & Online Public Information Centre

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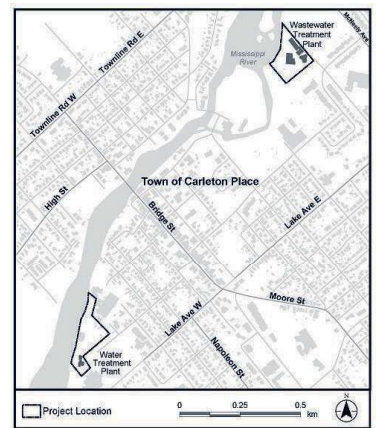
We look forward to hearing from you!

Please visit the Town's website or contact one of the following study team members if you would like to learn more about this study, to be added to the study mailing list, provide comments, or have any accessibility requests:

**Guy Bourgon, P.Eng.**  
Director of Public Works  
Town of Carleton Place  
Tel: 613-257-6209  
Email: [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)

**Kevin Alemany**  
Project Manager  
Stantec Consulting Ltd.  
Tel: 613-724-4091  
Email: [kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)

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**From:** [Guy Bourgon](#)  
**To:** [Raheem, Ferenaz](#)  
**Subject:** FW: Notice of Commencement and Online Public Information Centre – Water and Wastewater Treatment Plants:  
**Date:** Monday, November 28, 2022 10:20:15 AM

---

Here is the first comment and response.

---

**From:** Amanda Charania <[acharania@carletonplace.ca](mailto:acharania@carletonplace.ca)>  
**Sent:** November 28, 2022 10:15 AM  
**To:** [REDACTED]  
**Cc:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Subject:** RE: Notice of Commencement and Online Public Information Centre – Water and Wastewater Treatment Plants:

We will be uploading material to the website sometime later this week that is intended for the general public. If you have questions about the project, please contact Guy Bourgon, Director of Public Works as requested in the ad below:

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place  
Tel: 613-257-6209  
Email: [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)

Amanda Charania

---

**From:** [REDACTED]  
**Sent:** November 24, 2022 11:51 PM  
**To:** Amanda Charania <[acharania@carletonplace.ca](mailto:acharania@carletonplace.ca)>  
**Subject:** Notice of Commencement and Online Public Information Centre – Water and Wastewater Treatment Plants:

**CAUTION: This email originated from an External Sender. Please do not click links or open attachments unless you verify the source.**

Did somebody really think that anybody, other than an engineer - rather than the general population of CP, would actually understand this request for participation? You're sure to not get people 'hearing from you'. Is this by design?

Notice of Commencement and Online Public Information Centre – Water and Wastewater Treatment Plants

The Town of Carleton Place (Town) Council approved the updated Water and Wastewater Master Plan in September 2022. A recommended number of water and wastewater projects were identified as part of the Master Plan, including the expansion of the Water Treatment Plant and the Wastewater Treatment Plant. The Town is now initiating Phases 3 and 4 of the Municipal Class Environmental Assessment (Class EA) process for the proposed modifications to the existing Water and Wastewater Treatment Plants.

## Study Process

Both studies are being undertaken in accordance with the Class EA planning and design process for Schedule C projects, as outlined in the Municipal Engineers Association document (October 2000, amended in 2007, 2011 and 2015), which is approved under the Ontario Environmental Assessment Act. The Master Plan was undertaken in accordance with the Master Plan process, which generally addresses Phases 1 and 2 of the Class EA process. The Town is proceeding with Phases 3 and 4 of the Class EA process to complete the planning and preliminary design for these recommended projects, which generally includes identifying and evaluating a range of alternative design concepts, identifying a preferred design, and documenting the decision-making process within an Environmental Study Report.

## Online Public Information Centre

As part of this study, a comprehensive consultation process is being undertaken and your participation is encouraged. An Online Public Information Centre (PIC) has been scheduled to present the study background, evaluation criteria, alternative and recommended design concepts for each expansion project and next steps in the Class EA process. The Online PIC will be available for your review and feedback on the study website. A recorded presentation will be offered as part of the Online PIC beginning Monday, December 5th, 2022, and comments are kindly requested by Monday, December 19th, 2022.

We look forward to hearing from you!

Please visit the Town's website or contact one of the following study team members if you would like to learn more about this study, to be added to the study mailing list, provide comments, or have any accessibility requests:

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place  
Tel: 613-257-6209  
Email: [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)

Kevin Alemany  
Project Manager  
Stantec Consulting Ltd.  
Tel: 613-724-4091  
Email: [kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)

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**From:** [Guy Bourgon](#)  
**To:** [REDACTED]  
**Cc:** [Sally McIntyre](#); [Raheem, Ferenaz](#); [Wilder, Pierre](#); [Alemany, Kevin](#)  
**Subject:** RE: WTP Expansion  
**Date:** Tuesday, December 6, 2022 8:00:05 AM  
**Attachments:** [image001.png](#)

---

Good Morning [REDACTED]

Thank you for your comments. Our consultant, Stantec, has completed a comprehensive water availability study associated with the water taking for the expansion of the Water Treatment Plant (WTP). This study has been reviewed by both the Mississippi Valley Conservation Authority and the Ministry of the Environment, Conservation and Parks. The study concluded that there will be sufficient water quantity and quality both now and in the future for this expansion of the WTP. The water availability study will form part of the Environmental Study Report (ESR) which will be completed and posted for public review after this current round of public consultation.

Regards,

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place  
175 Bridge Street,  
Carleton Place, ON K7C 2V8  
Tel: 613-257-6209  
Fax: 613-257-8170  
Website: [www.carletonplace.ca](http://www.carletonplace.ca)



---

**From:** [REDACTED]  
**Sent:** December 5, 2022 8:05 PM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Cc:** Sally McIntyre <[smcintyre@mvc.on.ca](mailto:smcintyre@mvc.on.ca)>  
**Subject:** WTP Expansion

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Guy,

I accessed and observed the online presentation on the expansion of the WTP and WWTP facilities. The material was clear and appeared to be comprehensive, but one would have to be involved in the technologies proposed to be able judge their



effectiveness and comparative advantages. I assume experts have reviewed these and their deliberations will be included in subsequent reports.

I think the Achilles heel in the WTP proposal is the assumption that Mississippi River will always be capable of providing water of a quality that the WTP will be able to process into potable water. As you are in no doubt aware, Carleton Place is the only community in the watershed that uses surface water as drinking water source. Climate change is likely to degrade the river's water quality and may even reduce it's flow just when the Town's needs would be at a seasonal peak. This issue needs to be addressed as part of the study/process.

I look forward to this issue's inclusion in the recorded feedback to the study.

Sincerely,

[Redacted signature]

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**From:** [Guy Bourgon](#)  
**To:** [REDACTED]  
**Cc:** [Raheem, Ferenaz](#)  
**Subject:** RE: Study Website  
**Date:** Wednesday, December 7, 2022 11:04:16 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)

---

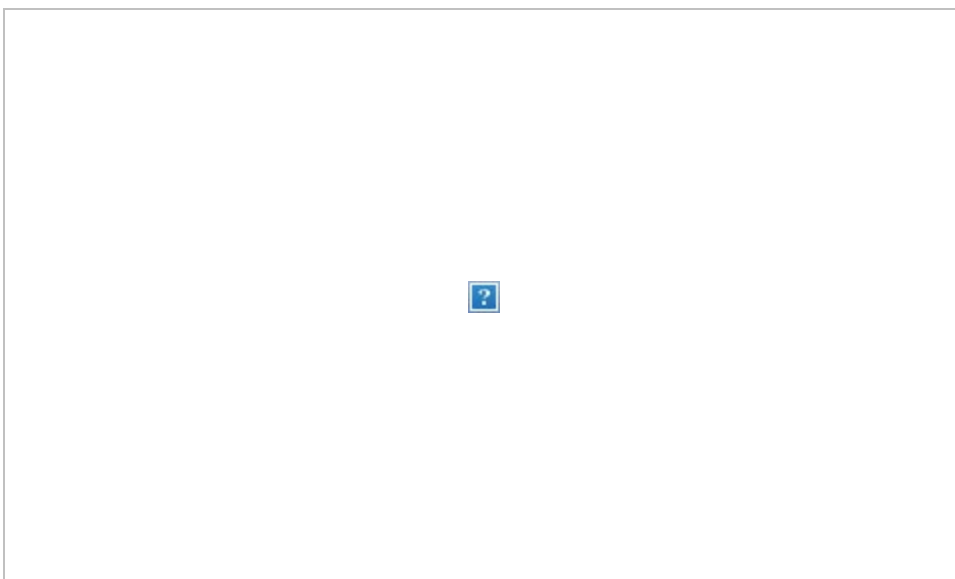
Good Morning [REDACTED],

The Town does promote water conservation from May through September on our website and through social media, and does restrict lawn watering to even days for even addresses and odd days for odd addresses between the hours of 5:00 am-9:00 am and 7:00pm-11:00pm with the exception of July which was recently limited to evening hours only. These measures did have a positive impact in 2021 and 2022. By-law Services are responsible for enforcing these restrictions.

With respect to the Town's position on water meters, The Town has considered metering residential accounts in the past however have concluded that doing so would ultimately increase the cost of water and sewer services to residents for the following reasons:

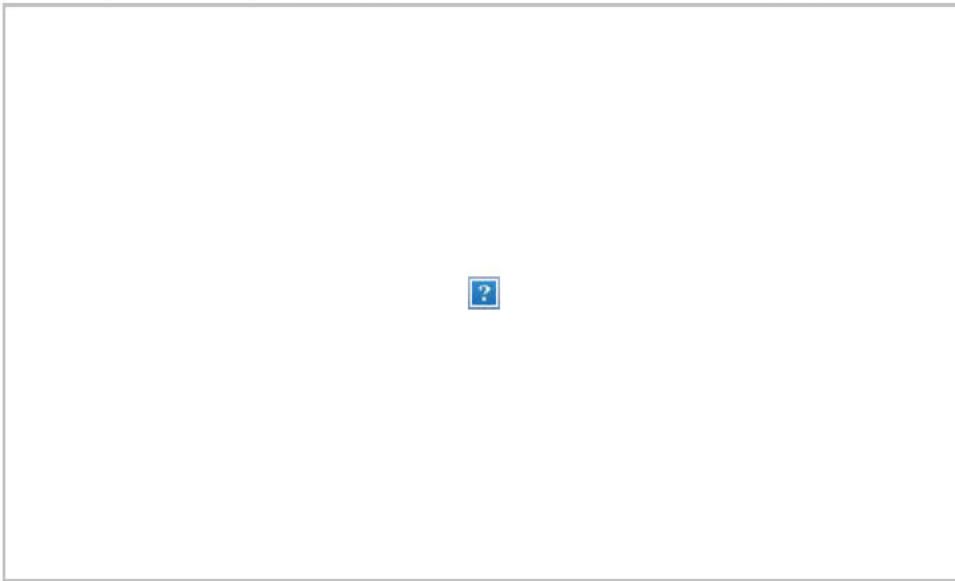
- Cost of purchasing and installing meters for all residential connections
- Cost of staff or contracted service to read meters every billing cycle or software licences for remote reading system
- Cost for staff to enter meter readings into financial system
- Cost for saving for capital replacement of meters

In addition, there would still be a need to have a large fixed component on bills because most of the costs to provide these services are fixed and do not vary with the amount of water used (i.e., treatment plant operations, maintenance and replacement of underground infrastructure, staff at the treatment plants, etc....). Variable costs are very limited (i.e., chemicals used during treatment). Most other municipalities have a fixed portion on their bills for this reason. Carleton Place has been able to keep costs low partially as a result of this policy. The chart below shows Carleton Place's rates in 2020 compared to other municipalities.





Many municipalities went to metering in an effort to encourage reduced water usage however studies have now shown that rate of consumption is not significantly impacted by metering systems. The chart below shows evidence to support this by comparing local municipalities that have a variable portion to their bills a compared to Carleton Place that does not:



Please let me know if you have any further questions.

Regards,

Guy

---

**From:** [REDACTED]  
**Sent:** December 6, 2022 5:46 PM  
**To:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Subject:** RE: Study Website

Guy, thanks for such a timely response. Perhaps the website could be updated to include the contact/comment process.

I do not have adequate knowledge, training or experience to comment on the EA, however I am wondering if there has been any discussion concerning the billing for water and sewage usage?

My question or concern is that at the moment there are no apparent controls in place to deal with water usage. Folks in Carleton Place are

not tuned in to water conservation. In most towns water conservation is a huge issue, yet in Carleton Place residents use water as if there are no limits? I have lived in other municipalities and was surprised when I arrived in Carleton Place that my water was not metered in any functional way. When I moved here my wife and I were told that we would pay a monthly fee for water no matter how much we used. I had neighbours who watered the streets and watered so much that my back yard was a swamp. To this day this continues happening. During the summer months local families water with abandon and now that I am living alone, since the passing of my wife, I find it difficult to understand how I should be paying the same monthly charge as if I was a household of two. I have no idea how the charges are calculated, but I do find it annoying that as a single person my usage charge is the same as it was when my wife was alive.

All of this to say, is any consideration being given to water conservation in this future plan. Everything that I have read and listened to makes no mention of water conservation. Am I missing something??

Is there any discussion about metering the use of water in Carleton Place?

Thanks for listening. I look forward to your reply.

Sincerely,

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

---

**From:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Sent:** Tuesday, December 6, 2022 11:42 AM  
**To:** [REDACTED] [kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)  
**Cc:** Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>  
**Subject:** RE: Study Website

Good Morning [REDACTED],

Please send any comments you may have by e-mail to either Kevin or I at your convenience after you have reviewed the presentation.

Thanks,

Guy

---

**From:** [REDACTED]  
**Sent:** December 6, 2022 11:38 AM  
**To:** [kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com); Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Subject:** Study Website

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Kevin and Guy, good morning. I see that there is an EA being undertaken for the water and waste water facilities. In the notice there is the following statement.

“The Online PIC will be available for your review and feedback on the [study website](#). A [recorded presentation](#) is available for viewing as part of the Online PIC beginning Monday, December 5, 2022, and comments are kindly requested by Monday, December 19, 2022.

We look forward to hearing from you!”

I have attempted to figure out how to make comment but cannot figure out how this is to be done. I have clicked on every available link but cannot find a link that allows me to make comment. I have not, at the moment, taken the time to review the video presentation, however I did expect that when I clicked on [study website](#) that there would be the ability to click on something to provide comments. Can you explain the process? It says you are looking forward to hearing from us. Please

make it simple. I am an old man.

Simple is good!

Cheers!

[REDACTED]

Sent from [Mail](#) for Windows

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**From:** [Raheem, Ferenaz](#)  
**To:** [O'Neill Sanger, Claire](#)  
**Subject:** Fwd: Public Information Centre 2 - Comments  
**Date:** Wednesday, December 7, 2022 5:24:28 PM

---

**From:** Wilder, Pierre <Pierre.Wilder@stantec.com>

**Sent:** Wednesday, December 7, 2022 4:21 PM

**To:** [REDACTED]

**Cc:** Alemany, Kevin <kevin.alemany@stantec.com>; Guy Bourgon <gbourgon@carletonplace.ca>; Raheem, Ferenaz <Ferenaz.Raheem@stantec.com>

**Subject:** RE: Public Information Centre 2 - Comments

Good Afternoon [REDACTED]

I'm responding on Guy's behalf as I've been overseeing the technical aspects of the project, including costing. We've presented cost estimates to the public at a few different checkpoints:

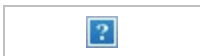
The Water and Wastewater Master Plan Report (Phase 2 of the Municipal Class Environmental Assessment process) qualitatively compared the costs of expansion vs new plant vs other high-level options. We presented a cost estimate for the preferred option (basically, expansion of each plant) at that stage with the 30-day public review of the Master Plan and also broke it down as overall cost per resident during a publicly-accessible meeting with Council in August 2022. These cost estimates have been further developed into lifecycle costing of different expansion options. The construction costs were revisited / refined for this and were consistent with the estimates from Phase 2. These details will be available in the Environmental Study Report (Phase 4) and will be made available to the public for 30 days early in the New Year. At that time, please review the Appendix entitled "Carleton Place Wastewater Treatment Plant Expansion Options Evaluation" which is a memo dated November 21, 2022. There is a sister memo for the Water Treatment Plant Expansion Options Evaluation.

Regards,

**Pierre Wilder** P. Eng  
Environmental Engineer

Direct: ~~613 724 4352~~  
Mobile: 613 790-7690  
[Pierre.Wilder@stantec.com](mailto:Pierre.Wilder@stantec.com)

Stantec  
300 - 1331 Clyde Avenue  
Ottawa ON K2C 3G4



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**From:** [REDACTED]  
**Sent:** December 6, 2022 10:32 AM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Subject:** Public Information Centre 2 - Comments

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Hello Guy,

After reviewing the presentation online, it seems logical to me outside of seeing the costing breakdown that both upgraded options make the most sense considering the future growth of Carleton Place.

Even if the cost of the upgrades are steep compared to the lesser alternatives, Carleton Place is almost certainly going to continue to grow at a torrid pace and we shouldn't shy away from making the best long term investments in our infrastructure due to short term financial considerations.

I think the public would be better served with some sort of breakdown of how much the various treatment options would cost, and what those costs would mean for residents in the short term and in the long term (sacrificing upgrades to other infrastructure?).

Happy to chat if the need arises.

Best,

[REDACTED]

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## Council & Committee of the Whole

The next regularly scheduled meeting of Council and Committee of the Whole will be on **Tuesday, February 7th, 2023**. Please see the Town's website at [www.carletonplace.ca](http://www.carletonplace.ca) for start time and associated documents.

At the February 7th meeting, Treasurer Trisa McConkey will be presenting the draft 2023 budget to the public for comment prior to final approval.

## NOTICE OF STUDY COMPLETION Municipal Class Environmental Assessment Study Water Treatment Plant Expansion

### The Study

The Town of Carleton Place (Town) has undertaken a Municipal Class Environmental Assessment (Class EA) study to assess the need to expand the Water Treatment Plant (WTP) located at 199 John Street (Figure 1) as recommended in the Water and Wastewater Master Plan (2022). These recommendations were made to accommodate growth based on future development and ensure the integrity of the Town's servicing infrastructure and capacity for existing and future development in the most sustainable way.

### The Preferred Design

Based on the findings of this Class EA study, the Preferred Design involves expanding the WTP with new concrete tank filters, including new filter backwash and backwash water reserve tanks. The new concrete filter tanks would be sized to treat the full capacity of the plant. Existing steel tank filters will be decommissioned and abandoned in place after new concrete tank filters would be operational. It also seeks to maintain use of the existing processes, including the existing raw water intake, Actiflo clarifiers, and clearwells, while providing new infrastructure where necessary to increase treatment capacity to accommodate the future growth. It will also preserve the original 1914 Carleton Place Waterworks building which can continue to be used for chemical storage, maintenance activities and administrative purposes.



Figure 1: Water Treatment Plant Expansion Footprint

### Environmental Study Report

This study was completed in accordance with the planning and design process for Schedule C projects, as outlined in the Municipal Engineers Association (MEA) Municipal Class EA guidelines (October 2000, amended 2007, 2011 and 2015), which is approved under the Ontario *Environmental Assessment Act*. The study process, including the identification and evaluation of alternatives, the Preferred Design, potential environmental impacts and proposed mitigation measures, as well as the consultation activities undertaken as part of this study, have been documented within an Environmental Study Report (ESR). A copy of the ESR is available for public review for 30 days between **January 26, 2023 and February 28, 2023** on the study website at <https://carletonplace.ca/wwtp-expansion-eas.php>.

### Comments

Interested persons may provide written comments to our study team by **February 28, 2023**. All questions or comments can be sent directly to the Town of Carleton Place as follows:

**Guy Bourgon, P.Eng.**  
Director of Public Works  
Town of Carleton Place  
Tel: 613-257-6209  
Email: [gbourgon@carletonplacae-ee](mailto:gbourgon@carletonplacae-ee)

In addition, a request may be made to the Minister of the Environment, Conservation and Parks for a Section 16 order requiring a higher level of study (i.e., requiring an individual/comprehensive EA approval before being able to proceed), or that conditions be imposed (e.g., require further studies), only on the grounds that the requested order may prevent, mitigate, or remedy adverse impacts on constitutionally protected Aboriginal and Treaty Rights. Requests on other grounds will not be considered. Requests should include the requester's contact information and full name.

Requests should specify what kind of order is being requested (request for additional conditions or a request for an individual/comprehensive environmental assessment), how an order may prevent, mitigate, or remedy potential adverse impacts on Aboriginal and Treaty Rights, and any information in support of the statements in the request. This will ensure that the ministry is able to efficiently begin reviewing the request.

The request should be sent in writing and must be received by the Minister at the address below as well as to the Town of Carleton Place project contact above no later than February 28, 2023:

**Minister**  
Ministry of Environment,  
Conservation and Parks  
777 Bay Street, 5<sup>th</sup> Floor  
Toronto, ON M7A 2J3  
E: [Minister.meccp@ontario.ca](mailto:Minister.meccp@ontario.ca)

**Director**  
**Environmental Assessment Branch**  
Ministry of Environment, Conservation and Parks  
135 St. Clair Ave. W, 1<sup>st</sup> Floor  
Toronto, ON M4V 1P5  
E: [EABDirector@ontario.ca](mailto:EABDirector@ontario.ca)

This Notice was first issued January 26, 2023.

Personal information on this form is collected under the authority of the *Municipal Act*, 2001 and will be used for the purpose of administering the Wastewater Treatment Plant Expansion Environmental Assessment Study.

All comments will be collected in accordance with the *Freedom of Information and Protection of Privacy Act* (2009). Except for personal information, all comments will become part of the public record.

## NOTICE OF STUDY COMPLETION Municipal Class Environmental Assessment Study Wastewater Treatment Plant Expansion

### The Study

The Town of Carleton Place (Town) has undertaken a Municipal Class Environmental Assessment (Class EA) study to assess the need to expand the Wastewater Treatment Plant (WWTP) located at 122 Patterson Crescent (Figure 1) as recommended in the Water and Wastewater Master Plan (2022). These recommendations were made to accommodate growth based on future development and ensure the integrity of the Town's servicing infrastructure and capacity for existing and future development in the most sustainable way.

### The Preferred Design

Based on the findings of this Class EA study, the Preferred Design involves a Membrane Bioreactor (MBR) treatment upgrade which is an advanced activated sludge wastewater treatment process. The membrane essentially provides the functions of a secondary clarification and tertiary filtration. The design includes converting the existing secondary clarifier tanks to aeration tanks to increase the plant's secondary treatment capacity. A portion of the land east of the existing site will be required to provide adequate space for new infrastructure. However, the expanded facilities can be accommodated in the previously disturbed area of the Town's current hazardous waste depot.



Figure 1: Wastewater Treatment Plant Expansion Footprint

**From:** [REDACTED]  
**To:** [Guy Bourgon](#)  
**Cc:** [REDACTED], [Alemany, Kevin](#); [Wilder, Pierre](#); [Raheem, Ferenaz](#)  
**Subject:** Re: Comments on the Waste Water Master Plan  
**Date:** Friday, February 17, 2023 11:39:42 AM

---

Thanks Guy for the quick and detailed response.  
Have a great weekend  
[REDACTED]

Sent from my iPad

On Feb 17, 2023, at 8:34 AM, Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)> wrote:

Good Morning [REDACTED],

Thank you for providing the UFACC comments. Please see the responses below:

1. The Committee feels the Master plan background check for the Waste Water facility was very thorough in identifying concerns, endangered species etc. *Noted*
2. We agree with placing facilities where the Hazardous waste now sits. *Noted*
3. We are unsure how close this will be to the Red Maple wetland which harbours Blanding Turtles and is Fish Habitat. A 30 metre setback should be placed on this wetland. *The proposed new building footprints shown in the ESR are conceptual only. If, during Detailed Design, the proposed facilities encroach onto undisturbed areas that were previously not reviewed in the Species at Risk study, an additional study will be completed.*
4. Like with Developers town projects still need a Tree Conservation Plan of trees to be removed. Each tree that is removed must be replaced. *This will be reviewed as part of the Detailed Design. Whatever trees that are lost as part of the construction of the facilities will be compensated for at an appropriate location.*
5. When the facility is functional how much waste water will be going into the River and what will be the make up of this waste water. *The expanded plant will be rated for an average daily flow capacity of 10,625 m3/day. The Assimilative Capacity Study appended to the Wastewater Treatment Plant ESR summarizes the proposed effluent limits and loads under maximum day flows. The MECP has reviewed this document and found the limits to be reasonable.*

Regards,

Guy



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

From: [REDACTED]  
Sent: February 15, 2023 2:45 PM  
To: Guy Bourgon <gbourgon@carletonplace.ca>

Cc: [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Subject: Comments on the Waste Water Master Plan

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Good afternoon Guy

The UFACC Committee has had a review of the Waste Water Master Plan and here are our comments. [REDACTED] is doing the review of the Water Treatment Plant Master Plan and will be getting comments to you shortly to you.

If you have any questions please give me a call.

Take Care

[REDACTED]

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**From:** [Notifications](#)  
**To:** [Raheem, Ferenaz](#)  
**Subject:** RE: Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion / Notice of Study Completion - Wastewater Treatment Plant Expansion  
**Date:** Saturday, February 18, 2023 7:44:56 PM  
**Attachments:** [image001.jpg](#)

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Thank you for your email.

Enbridge will review all planning and development notifications to determine their proximity and potential to impact our liquid pipeline network. If your notification is in proximity to an Enbridge liquid transmission pipeline, a formal response will be prepared and emailed by your specified deadline.

Planning and development notifications not in proximity to an Enbridge transmission pipeline will not receive a response. Please continue to send in planning and development notifications to [notifications@enbridge.com](mailto:notifications@enbridge.com). You can view the approximate locations of Enbridge liquid transmission pipelines on our web map [here](#).

We appreciate the opportunity to work with you in support of Enbridge's damage prevention and integrity management program and look forward to collaborating in the future.

Sincerely,

Enbridge Damage Prevention.

-----

Nous avons bien reçu votre courriel et vous en remercions.

Enbridge examineront toutes les notifications de planification et de développement afin de déterminer leur proximité et leur potentiel d'impact sur notre réseau de pipelines de liquides. Si votre notification se trouve à proximité d'un pipeline de transport de liquides d'Enbridge, une réponse officielle sera préparée et envoyée par courriel dans le délai indiqué.

Les notifications de planification et de développement qui ne se trouvent pas à proximité d'un pipeline de transmission d'Enbridge ne recevront pas de réponse. Veuillez continuer à envoyer vos notifications de planification et de développement à [notifications@enbridge.com](mailto:notifications@enbridge.com). Vous pouvez voir les emplacements approximatifs des pipelines de transport de liquides d'Enbridge sur notre carte Web [ici](#).

Toutes les autres demandes non liées à l'utilisation des terres seront transmises au contact approprié d'Enbridge. Nous répondrons à toutes les demandes et questions d'ordre général.

Nous apprécions l'opportunité de travailler avec vous pour soutenir le programme de prévention des dommages et de gestion de l'intégrité d'Enbridge et nous espérons pouvoir collaborer à l'avenir.

Sincèrement,

Prévention des dommages d'Enbridge

---

**From:** Eastern Region Crossing <est.reg.crossing@enbridge.com>  
**Sent:** Thursday, January 26, 2023 9:17 AM  
**To:** Notifications <Notifications@enbridge.com>  
**Subject:** FW: Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion / Notice of Study Completion - Wastewater Treatment Plant Expansion

---

From: Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>

Sent: Thursday, January 26, 2023 10:58 AM

Cc: [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca); Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>

Subject: [External] Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion / Notice of Study Completion - Wastewater Treatment Plant Expansion

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Hello,

Please find the attached two (2) Notice Study Completions in association with the Town of Carleton Place **Wastewater Treatment Plant Expansion** and the **Water Treatment Plant Expansion**. As indicated within the attached Environmental Assessment notice, the Environmental Study Reports and associated Appendices are available to review beginning today, **Thursday, January 26, 2023** on the study website (<https://carletonplace.ca/wwtp-expansion-eas.php>) for public review until **Tuesday, February 28, 2023**.

Should you have any comments and/or questions please do not hesitate to contact the Project Team per the attached Notice.

Best Regards,

**Ferenaz Raheem** RPP MCIP

Senior Environmental Planner /  
Ottawa Office Leader

[ferenaz.raheem@stantec.com](mailto:ferenaz.raheem@stantec.com)

Stantec  
400 - 1331 Clyde Avenue  
Ottawa ON K2C 3G4



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**From:** [Guy Bourgon](#)  
**To:** [Raheem, Ferenaz](#); [Wilder, Pierre](#); [Alemany, Kevin](#)  
**Subject:** FW: Carleton Place Wastewater Treatment Plant Expansion ECHO#1-148170862  
**Date:** Monday, February 27, 2023 8:14:27 AM  
**Attachments:** [image001.png](#)

---

See below.

---

**From:** Orpana, Jon (MECP) <Jon.Orpana@ontario.ca>  
**Sent:** Friday, February 24, 2023 4:53 PM  
**To:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Subject:** FW: Carleton Place Wastewater Treatment Plant Expansion ECHO#1-148170862

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Hello Guy,

Please find below comments from our SW staff person involved in the review of your WWTP expansion project.

No real comments following the review of our ESR except just affirming recommended Effluent Compliance Objectives and Limits provided in the Assimilative Capacity Study.

I understand that the District will provide comments at a later date due to priorities but will not likely affect the ESR study.

Regards,

Jon

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

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

---

**From:** Phillips, Mark (MECP) <[Mark.E.Phillips@ontario.ca](mailto:Mark.E.Phillips@ontario.ca)>

**Sent:** February 2, 2023 3:37 PM

**To:** Orpana, Jon (MECP) <[Jon.Orpana@ontario.ca](mailto:Jon.Orpana@ontario.ca)>

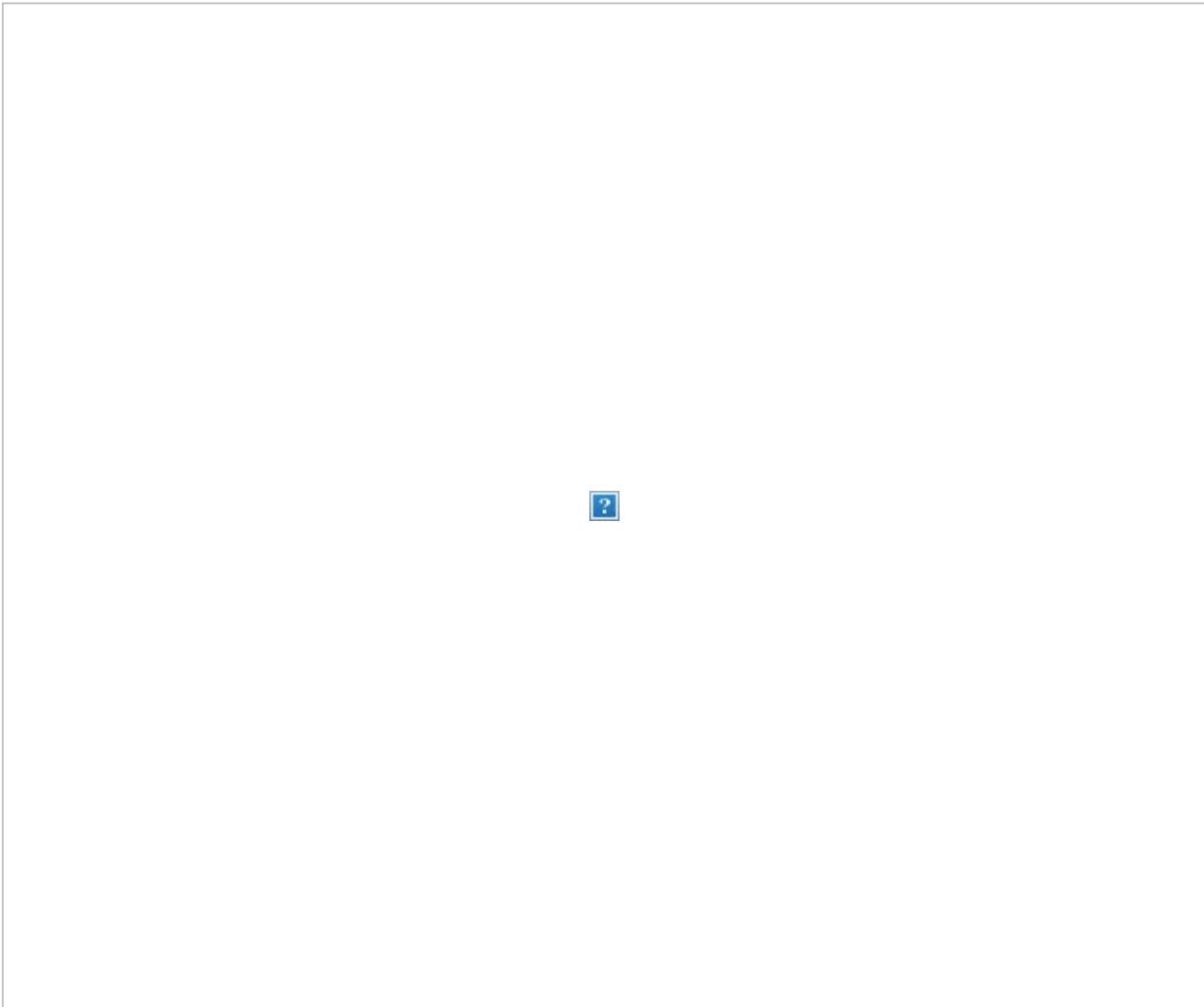
**Cc:** Klein, Christina (MECP) <[Christina.Klein@ontario.ca](mailto:Christina.Klein@ontario.ca)>; Castro, Victor (MECP) <[Victor.Castro@ontario.ca](mailto:Victor.Castro@ontario.ca)>;  
Beaudoin, Brenda (MECP) <[Brenda.Beaudoin@ontario.ca](mailto:Brenda.Beaudoin@ontario.ca)>

**Subject:** Carleton Place Wastewater Treatment Plant Expansion ECHO#1-148170862

Jon,

I have reviewed the DRAFT Town of Carleton Place Wastewater Treatment Plant Expansion, Town of Carleton Place Municipal Class Environmental Assessment – Environmental Study Report (Stantec, December 23, 2022) as well as Appendix A (Assimilative Capacity Study - Mississippi River at Carleton Place (Stantec; August 15, 2022) and have no further comments/concerns.

The recommended Effluent Compliance Objectives and Limits provided in the Assimilative Capacity Study (as shown below) will form the basis for the future Environmental Compliance Approval for this proposed facility.



Please let me know if you need further clarification or have additional questions.

*Mark*

Mark Phillips

Surface Water Scientist, Provincial Officer (Badge #1163)

Eastern Region Technical Support Section

Ministry of the Environment, Conservation & Parks

☎ 613.549-4000 | 📠 613.548-6908 | 📞 1.800.267-0974 | ✉ [mark.e.phillips@ontario.ca](mailto:mark.e.phillips@ontario.ca)



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**Ministry of Citizenship  
and Multiculturalism**

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

**Ministère des Affaires civiques  
et du Multiculturalisme**

Unité de la planification relative au  
patrimoine  
Direction du patrimoine  
Division des affaires civiques, de  
l'inclusion et du patrimoine  
Tél.: 613.242.3743



February 27, 2023

VIA EMAIL ONLY

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place  
[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)

**MCM File** : **0018299**  
**Proponent** : **Town of Carleton Place**  
**Subject** : **Municipal Class EA – Schedule C - Notice of Completion**  
**Project** : **Wastewater Treatment Plant Expansion**  
**Location** : **Town of Carleton Place**

Dear Guy Bourgon:

Thank you for providing the Ministry of Citizenship and Multiculturalism (MCM) with the above referenced notice and making the *Wastewater Treatment Plant Expansion - Environmental Study Report* (ESR) (dated, January 25, 2023, prepared by Stantec Consulting Ltd.) available for our review and comment.

MCM's interest in this Environmental Assessment (EA) project relates to its mandate of conserving Ontario's cultural heritage

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 Town of Carleton Place has undertaken a Municipal Class Environmental Assessment (Class EA) study to assess the need to expand the Wastewater Treatment Plant (WWTP) located at 122 Patterson Crescent as recommended in the Water and Wastewater Master Plan (2022). This study was completed in accordance with the planning and design process for Schedule C projects, as outlined in the Municipal Engineers Association (MEA) Municipal Class EA guidelines (October 2000, amended 2007, 2011 and 2015), which is approved under the *Ontario Environmental Assessment Act*.

**Comments**

MCM finds that due diligence has been undertaken in preparing the above-referenced ESR by:

- undertaking a Stage 1 archaeological assessment (under Project Information Form (PIF) P415-0302- 2021) for the master plan study area (Phases 1 and 2) which has been entered into the Ontario Public Register of Archaeological Reports, recommending no further assessment.



- completing a *Cultural Heritage Report: Existing Conditions and Preliminary Impact Assessment* (dated April 18, 2022, prepared by Stantec Consulting Ltd.) for Carleton Place Wastewater Treatment Plant Expansion as part of Phases 1 and 2 of the Master Plan, which indicated that based on the criteria of Ontario Regulation 9/06, the Wastewater Treatment Plant at 122 Patterson Crescent would not be considered to have cultural heritage value or interest. Therefore, no further studies will be undertaken.

We have attached a table with detailed comments and recommendations to support the ESR's documentation of cultural heritage due diligence for your consideration.

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

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

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

Sincerely,

Joseph Harvey  
Heritage Planner  
Heritage Planning Unit  
[joseph.harvey@Ontario.ca](mailto:joseph.harvey@Ontario.ca)

Copied to: Ferenaz Raheem, Senior Environmental Planner, Stantec Consulting Ltd.  
Kevin Alemany, Stantec Consulting Ltd.

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

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

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

Document Section	Given Text	MCM Comments
<p>3.3 (Cultural Environment)</p> <p>p. 18</p>	<p><b>3.3.1 Cultural Heritage</b>  A Cultural Heritage Report of Existing Conditions and Preliminary Impact Assessment (CHRECPIA) was carried out to determine the potential for properties having cultural heritage value of interest, based on an assessment using the criteria outlined in O.Reg. 9/06 and the Ministry of Citizenship and Multiculturalism (MCM) Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes. A copy of the CHRECPIA is provided in Appendix C.</p> <p>Based on the findings of the assessment, of the existing WWTP building, it does not retain cultural heritage value or interest. The complex consists of three above ground buildings that are all connected through a series of underground tunnels. ...</p> <p><b>3.3.2 Archaeology</b>  A Stage 1 Archaeological Assessment (Appendix D) was conducted in accordance with the MCM 2011 Standards and Guidelines for Consultant Archaeologists to determine the potential for the presence of known and/or potential archaeological resources in the Study Area.</p> <p>The WWTP comprises several structures, tanks, paved roads, gravel parking lots, and manicured lawns. Much of the property has been built up in relation to the surrounding area. The southern portion of the WWTP is manicured lawn and was lower in elevation in relation to the surrounding landscape. The proposed site extends into a municipal yard that has been ...</p>	<p>Sections 3.3 addresses the existing conditions for the cultural heritage component of the environment. We recommend the following revisions to align with current legislation and terminology:</p> <p>3.3 Cultural Environment</p> <p><u>Cultural heritage resources include archaeological resources, built heritage resources and cultural heritage landscapes.</u></p> <p><b>3.3.1 Built Heritage Resources and Cultural Heritage Landscapes</b></p> <p>A Cultural Heritage Report: Existing Conditions and Preliminary Impact Assessment (dated April 18, 2022, prepared by Stantec) (See appendix C) was undertaken as as part of the environmental study for the Carleton Place Water and Wastewater Master Plan. The report determined the Wastewater Treatment Plant at 122 Patterson Crescent to not be of cultural heritage value or interest (CHVI), therefore no further technical cultural studies have been undertaken.</p> <p><b>3.3.2 Archaeological Resources</b></p> <p>A Stage 1 archaeological assessment (AA) (under Project Information Form number P415-0302- 2021) was undertaken on December 15, 2021, by Stantec in support of this environmental assessment. A Stage 1 AA consists of a review of geographic, land use and historical information for the property and the relevant surrounding area. Its purpose is to identify areas of archaeological potential and further archaeological assessment (e.g. Stage 2-4) as necessary. The Stage 1 AA has been entered into the Ontario Public Register of Archaeological Reports. The Stage 1 AA is included in Appendix D.</p>

Document Section	Given Text	MCM Comments
		[Please include the Stage 1 and MCM letter indicating that the report has been entered into the Register. Then include the outcomes and recommendations of the report, as is in the Executive Summary – just copy and paste, don't summarize]
4.4 (Evaluation Methodology)  Table 6  p. 31	Environmental Component <ul style="list-style-type: none"> <li>• Cultural Environment</li> </ul> Description <ul style="list-style-type: none"> <li>• Component that evaluates potential effects on historical/archaeological and heritage components.</li> </ul>	We recommend the following revisions to table 6 to align with our revisions to section 3.3:  Environmental Component <ul style="list-style-type: none"> <li>• Cultural Environment</li> </ul> Description <ul style="list-style-type: none"> <li>• Component that evaluates potential effects on <b>cultural heritage resources</b> <del>historical/archaeological and heritage components.</del></li> </ul>
4.4 (Evaluation Methodology)  Table 7  p. 32	Category <ul style="list-style-type: none"> <li>• Cultural Environment</li> </ul> Criteria <ul style="list-style-type: none"> <li>• Archaeological Resources <ul style="list-style-type: none"> <li>○ Potential to impact undisturbed lands</li> </ul> </li> <li>• Built Heritage Resources / Cultural Landscape <ul style="list-style-type: none"> <li>○ Potential to impact known built heritage resources or cultural landscapes/features</li> </ul> </li> </ul>	We recommend the following revisions to table 6 to align with our revisions to section 3.3:  Category <ul style="list-style-type: none"> <li>• Cultural Environment</li> </ul> Criteria <ul style="list-style-type: none"> <li>• Archaeological Resources <ul style="list-style-type: none"> <li>○ Potential to impact <b>archaeological resources and areas of archaeological potential</b> <del>undisturbed lands</del></li> </ul> </li> <li>• Built Heritage Resources / Cultural <b>Heritage</b> Landscape <ul style="list-style-type: none"> <li>○ Potential to impact known <b>or potential</b> built heritage resources or cultural landscapes/features</li> </ul> </li> </ul>

Document Section	Given Text	MCM Comments
5.3 (Cultural Environment (Effects Assessment, Mitigation and Monitoring))  p. 49	<p>..., in the event that unassessed or documented archaeological materials are encountered during construction, the following mitigation measures shall be implemented:</p> <ul style="list-style-type: none"> <li>• It is an offence under Sections 48 and 69 of the <i>Ontario Heritage Act</i> for any party other than a licensed archaeologist to make any alteration to a known archaeological site or to remove any artifact or other physical evidence of past human use or activity from the site, until such time as a licensed archaeologist has completed fieldwork on the site, submitted a report to the Minister stating that the site has no further cultural heritage value or interest, and the report has been filed in the Ontario Public Register of Archaeological Reports referred to in Section 65.1 of the <i>Ontario Heritage Act</i>.</li> <li>• Should previously undocumented archaeological resources be discovered, they may be a new archaeological site and therefore subject to Section 48(1) of the <i>Ontario Heritage Act</i>. The proponent or person discovering the archaeological resources must cease alteration of the site immediately and engage a licensed consultant archaeologist to carry out archaeological fieldwork, in compliance with Section 48(1) of the <i>Ontario Heritage Act</i>.</li> <li>• <i>The Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c.33</i> (Government of Ontario 2002) requires that any person discovering human remains must notify the police or coroner and the Registrar of Cemeteries at the Ministry of Government and Consumer Services.</li> </ul> <p>...</p>	<p>We recommend the following revisions to section 5.3:</p> <p>.. , in the event that unassessed or documented archaeological materials are encountered during construction, the following mitigation measures shall be implemented:</p> <p><u>Should previously undocumented archaeological resources be discovered, they may be a new archaeological site and therefore subject to Section 48(1) of the <i>Ontario Heritage Act</i>. The proponent or person discovering the archaeological resources must cease alteration of the site immediately and engage a licensed consultant archaeologist to carry out an archaeological assessment, in compliance with Section 48(1) of the <i>Ontario Heritage Act</i>.</u></p> <p><u>The <i>Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c.33</i> requires that any person discovering human remains must cease all activities immediately and notify the police or coroner. If the coroner does not suspect foul play in the disposition of the remains, in accordance with Ontario Regulation 30/11 the coroner shall notify the Registrar, Ontario Ministry of Public and Business Service Delivery, which administers provisions of that Act related to burial sites. In situations where human remains are associated with archaeological resources, the Ministry of Citizenship and Multiculturalism should also be notified (at <a href="mailto:archaeology@ontario.ca">archaeology@ontario.ca</a>) to ensure that the archaeological site is not subject to unlicensed alterations which would be a contravention of the <i>Ontario Heritage Act</i>.</u></p> <p>...</p>

**Ministry of Heritage, Sport, Tourism, and  
Culture Industries**

Archaeology Program Unit  
Programs and Services Branch  
Heritage, Tourism and Culture Division  
5th Floor, 400 University Ave.  
Toronto ON M7A 2R9  
Tel.: (416) 414-7787  
Email: Jessica.Marr@ontario.ca

**Ministère des Industries du patrimoine, du sport, du  
tourisme et de la culture**

Unité des programmes d'archéologie  
Direction des programmes et des services  
Division du patrimoine, du tourisme et de la culture  
5e étage, 400 ave. University  
Toronto ON M7A 2R9  
Tél. : (416) 414-7787  
Email: Jessica.Marr@ontario.ca



Dec 17, 2021

Patrick Hoskins (P415)  
Stantec Consulting  
400 - 1331 Clyde Ottawa ON K2C3G4

**RE: Entry into the Ontario Public Register of Archaeological Reports: Archaeological Assessment Report Entitled, "Stage 1 Archaeological Assessment: Water Treatment Plant and Wastewater Treatment Plant Expansions Part of Lots 13 and 15, Concession 12, Geographic Township of Beckwith, and part of Lots 1 and 2, Concession 7, Geographic Township of Ramsay, now Town of Carleton Place and Municipality of Mississippi Mills, Lanark County, Ontario ", Dated Dec 15, 2021, Filed with MHSTCI Toronto Office on N/A, MHSTCI Project Information Form Number P415-0302-2021, MHSTCI File Number 0015048**

Dear Mr. Hoskins:

The above-mentioned report, which has been submitted to this ministry as a condition of licensing in accordance with Part VI of the *Ontario Heritage Act*, R.S.O. 1990, c 0.18, has been entered into the Ontario Public Register of Archaeological Reports without technical review.<sup>1</sup>

Please note that the ministry makes no representation or warranty as to the completeness, accuracy or quality of reports in the register.

Should you require further information, please do not hesitate to send your inquiry to [Archaeology@Ontario.ca](mailto:Archaeology@Ontario.ca)

cc. Archaeology Licensing Officer  
Guy Bourgon, Town of Carleton Place  
Guy Bourgon, Town of Carleton Place

<sup>1</sup>In no way will the ministry be liable for any harm, damages, costs, expenses, losses, claims or actions that may result: (a) if the Report(s) or its recommendations are discovered to be inaccurate, incomplete, misleading or fraudulent; or (b) from the issuance of this letter. Further measures may need to be taken in the event that additional artifacts or archaeological sites are identified or the Report(s) is otherwise found to be inaccurate, incomplete, misleading or fraudulent.

**From:** [Harvey, Joseph \(MCM\)](#)  
**To:** [Guy Bourgon](#)  
**Cc:** [Raheem, Ferenaz](#); [Alemany, Kevin](#); [Barboza, Karla \(MCM\)](#)  
**Subject:** FW: File 0018299: Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion / Notice of Study Completion - Wastewater Treatment Plant Expansion  
**Date:** Monday, February 27, 2023 3:16:41 PM  
**Attachments:** [2023-02-27\\_CarletonPlaceWWTP-ESR-MCM-Comments.pdf](#)

---

Guy Bourgon,

Please find attached our comments on the ESR prepared in support of the above referenced undertaking.

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

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

Regards,

### **Joseph Harvey | Heritage Planner**

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

**Ministry of Citizenship and Multiculturalism**

613.242.3743

[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)

---

**From:** Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>  
**Sent:** January-26-23 10:58 AM  
**Cc:** [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca); Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>  
**Subject:** Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion / Notice of Study Completion - Wastewater Treatment Plant Expansion

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Hello,

Please find the attached two (2) Notice Study Completions in association with the Town of Carleton Place **Wastewater Treatment Plant Expansion** and the **Water Treatment Plant Expansion**. As indicated within the attached Environmental Assessment notice, the Environmental Study Reports and associated Appendices are available to review beginning today, **Thursday, January 26, 2023** on the study website (<https://carletonplace.ca/wwtp-expansion-eas.php>) for public review until **Tuesday, February 28, 2023**.

Should you have any comments and/or questions please do not hesitate to contact the Project Team per the attached Notice.

Best Regards,



**Ferenaz Raheem** RPP MCIP  
Senior Environmental Planner /  
Ottawa Office Leader

[ferenaz.raheem@stantec.com](mailto:ferenaz.raheem@stantec.com)

Stantec  
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Ottawa ON K2C 3G4



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Response below applies to WWTP ESR comments above in addition to WTP ESR.

**From:** [Guy Bourgon](#)  
**To:** [Harvey, Joseph \(MCM\)](#)  
**Cc:** [Alemany, Kevin](#); [Raheem, Ferenaz](#); [Barboza, Karla \(MCM\)](#); [Hatcher, Laura \(MCM\)](#)  
**Subject:** RE: File 0018299: Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion  
**Date:** Monday, March 13, 2023 1:10:09 PM  
**Attachments:** [image001.jpg](#)

---

Good afternoon Joseph,

I confirm receipt of your comments. They will be incorporated into the final ESR.

Thank you.

Guy

---

**From:** Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>  
**Sent:** Monday, March 13, 2023 11:08 AM  
**To:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Cc:** kevin.alemany@stantec.com; Raheem, Ferenaz <Ferenaz.Raheem@stantec.com>; Barboza, Karla (MCM) <Karla.Barboza@ontario.ca>; Hatcher, Laura (MCM) <Laura.E.Hatcher@ontario.ca>  
**Subject:** RE: File 0018299: Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion

Guy Bourgon,

Please accept my apologies for the delayed response. Please find attached our comments on the ESR prepared in support of the water treatment plant expansion.

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

Regards,

**Joseph Harvey | Heritage Planner**

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

**Ministry of Citizenship and Multiculturalism**

613.242.3743

[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)

---

**From:** Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>  
**Sent:** March 10, 2023 10:04 AM  
**To:** Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>  
**Subject:** RE: File 0018299: Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion / Notice of Study Completion - Wastewater Treatment Plant Expansion

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Good Morning Joseph,

Can you please check if you sent me both comments for the WTP ESR and the WWTP ESR? I can only find this email referencing the WWTP ESR. The WTP has some heritage considerations so we are just reaching out to confirm if you had any additional comments on the WTP? We will of course carry over the edits you've recommended while finalizing the document as they are mostly the same, but just wanted to make sure there wasn't anything additional.

Sincerely,

**Ferenaz Raheem** RPP MCIP  
Senior Environmental Planner /  
Ottawa Office Leader

[ferenaz.raheem@stantec.com](mailto:ferenaz.raheem@stantec.com)  
Cell: 343-998-2605

Stantec  
300 - 1331 Clyde Avenue  
Ottawa ON K2C 3G4



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---

**From:** Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>  
**Sent:** Monday, February 27, 2023 3:16 PM  
**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>  
**Cc:** Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>; Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>; Barboza, Karla (MCM) <[Karla.Barboza@ontario.ca](mailto:Karla.Barboza@ontario.ca)>  
**Subject:** FW: File 0018299: Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion / Notice of Study Completion - Wastewater Treatment Plant Expansion

Guy Bourgon,

Please find attached our comments on the ESR prepared in support of the above referenced undertaking.

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

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

Regards,

**Joseph Harvey | Heritage Planner**

Citizenship, Inclusion and Heritage Division | Heritage Branch | Heritage Planning Unit  
Ministry of Citizenship and Multiculturalism  
613.242.3743  
[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)

---

**From:** Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>  
**Sent:** January-26-23 10:58 AM  
**Cc:** [gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca); Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>  
**Subject:** Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion /  
Notice of Study Completion - Wastewater Treatment Plant Expansion

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Should you have any comments and/or questions please do not hesitate to contact the Project Team per the attached Notice.

Best Regards,

**Ferenaz Raheem** RPP MCIP  
Senior Environmental Planner /  
Ottawa Office Leader

[ferenaz.raheem@stantec.com](mailto:ferenaz.raheem@stantec.com)

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**From:** [Guy Bourgon](#)  
**To:** [Carleton Place and Beckwith Museum](#)  
**Cc:** [Heritage](#) [REDACTED]; [Raheem, Ferenaz](#); [REDACTED]  
**Subject:** Ministry Comments regarding the WWTP Expansion ESR  
**Date:** Monday, February 27, 2023 3:29:30 PM  
**Attachments:** [2023-02-27\\_CarletonPlaceWWTP-ESR-MCM-Comments.pdf](#)

---

Hi [REDACTED]

FYI, please find attached comments from the Ministry's Heritage Planner in regards to the WWTP expansion Environmental Study Report.

Regards,

Guy

**From:** Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>  
**Sent:** Monday, February 27, 2023 3:16 PM  
**To:** Guy Bourgon <gbourgon@carletonplace.ca>  
**Cc:** Ferenaz.Raheem@stantec.com; kevin.alemany@stantec.com; Barboza, Karla (MCM) <Karla.Barboza@ontario.ca>  
**Subject:** FW: File 0018299: Town of Carleton Place Notice of Study Completion - Water Treatment Plant Expansion / Notice of Study Completion - Wastewater Treatment Plant Expansion

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Guy Bourgon,

Please find attached our comments on the ESR prepared in support of the above referenced undertaking.

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

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

Regards,

**Joseph Harvey | Heritage Planner**  
**Citizenship, Inclusion and Heritage Division | Heritage Branch | Heritage Planning Unit**  
**Ministry of Citizenship and Multiculturalism**

613.242.3743

[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)

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File: PCPOT-8

February 28, 2023

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place

**Re: Town of Carleton Place Water and Wastewater Treatment Plant Expansion – Class Environmental Assessments – Environmental Study Reports**

---

Dear Mr. Bourgon,

The Mississippi Valley Conservation Authority (MVCA) staff appreciate the opportunity to provide input on the Environmental Study Reports as part of the Municipal Class Environmental Assessment (MCEA) for the Town of Carleton Place's Water and Wastewater Treatment Plant Expansions.

A MCEA is being undertaken to identify problems and opportunities, identify alternative solutions, defined implementation plans and implement the solutions. The above noted environmental study reports (ESR), as part of the MCEA, have been reviewed by MVCA, with comments provided below.

Based on a review of alternatives, the preferred alternatives were:

- Expand the WTP onsite with concrete tank filters and provide additional clearwell storage
- Upgrade WWTP with Membrane Bioreactor Treatment

We would like to take this opportunity to re-iterate our on-going desire to work with the town of Carleton Place in building resilience against impacts of climate change and sustaining good water quality. The focus on efficient use of infrastructure in relation to sewage, water, and wastewater will be important in achieving the goals of increasing resiliency to extreme weather and reducing pollution and contamination. Please note that the MVCA should be consulted in regard to potential watermain upgrades or any other work within the regulated area. A permit may be required from the MVCA prior to straightening, changing, diverting or interfering in any way with the existing channel or the shoreline of a watercourse.

In addition to the comments MVCA provided on July 7, 2022 with respect to the Water and Wastewater Master Plan – Phase 2 Report for the Town of Carleton Place (attached below), we have the following comments regarding the WTP and WWTP ESRs.

**Carleton Place WTP Expansion ESR**

MVCA notes that part of the WTP site is in the 100-year floodplain and regulation limit, as noted on page 24 of the ESR.

- Figures 4.1 and 4.2 (page 38 and 40, respectively) shows the new low lift pumps and chemical feed building encroaching on the regulation limit.
  - While it is understood that these are preliminary site plans, MVCA recommends that all new buildings be built outside of the regulation limit, and that approval from MVCA is required to build within the regulatory limit.

**Carleton Place WWTP Expansion ESR**

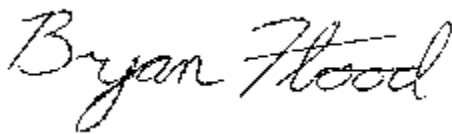


Section 2.1.2.2 Future Wet Weather Flow Capacities (page 6-7) notes that peak flows are projected to reach 80,000 m<sup>3</sup>/d in 2041 in rare events, and notes this is not a design consideration.

- How will these high flows, that are not designed for, be addressed?
  - It is noted that the plant's (current) wet weather flow treatment capacity is 10,400 m<sup>3</sup>/d. Flows above this bypass the normal treatment train, but still get treated in the physical/chemical clarifier system which can accommodate excess peak flows of up to 11,600 m<sup>3</sup>/d, for a plant total of 22,000 m<sup>3</sup>/d.
  - The WWTP expansion will increase rated capacity to 10,625 m<sup>3</sup>/d and peak design flow to 42,500 m<sup>3</sup>/d.
- In rare high-flow events of 80,000 m<sup>3</sup>/d, does the excess 37,500 m<sup>3</sup>/d completely bypass the treatment plant and get discharged directly into the Mississippi River? What are the consequences for water quantity and quality in the river in these scenarios, and how will they be addressed?

Our Engineering department looks forward to continued involvement in the review and development of this important project.

Yours truly,

A handwritten signature in cursive script that reads "Bryan Flood".

Bryan Flood, Ph.D., P.Eng.  
Water Resources Engineer



File: PMRZA-43

July 7, 2022

Guy Bourgon, P.Eng.  
Director of Public Works  
Town of Carleton Place

Kevin Alemany  
Project Manager  
Stantec Consulting Ltd

Dear Guy and Kevin,

**Re: Town of Carleton Place Water and Wastewater Master Plan Study – Phase 2 Report**

---

The Mississippi Valley Conservation Authority (MVCA) staff appreciate the opportunity to provide input on the development of the new Water and Wastewater Master Plan – Phase 2 Report for the Town of Carleton Place.

A Municipal Class Environmental Assessment (MCEA) is being undertaken to identify problems and opportunities, identify alternative solutions, defined implementation plans and implement the solutions.

Based on a review of alternatives, the preferred alternatives were:

- To expand the existing water treatment plant (WTP) on the existing site at John St.
- To add water storage at the WTP site as part of the expansion
- To upgrade watermains in the water distribution system (WDS)
- To expand the existing wastewater treatment plan (WTP) on the existing site off Patterson Cres and partially into the neighboring property (Town's household hazardous waste and compost depot).

The existing capacity of the WTP is 10 000 m<sup>3</sup>/d which is limited by the low lift pumps. The capacity required to meet the planned growth is 20 700 m<sup>3</sup>/d. It is understood that a water availability assessment is ongoing to assess the impact of projected increased water taking needed to accommodate future growth on the river's water levels, which is identified in Phase 1 Report (provided in Appendix A.1).

We would like to take this opportunity to re-iterate our desire to work with the town in building resilience against impacts of climate change and sustained good water quality. The focus on efficient use of infrastructure in relation to sewage, water, and wastewater will be important in achieving the goals of increasing resiliency to extreme weather and reducing pollution and contamination. Please note that the MVCA should be consulted in regard to potential watermain upgrades or any other work within the regulated

area. Written permission may be required from the MVCA prior to straightening, changing, diverting or interfering in any way with the existing channel or the shoreline of a watercourse.

**Natural Hazards:**

Given the proximity of existing facilities to the river, the location of the floodplain needs to be considered throughout the planning and design phases for the proposed expansion to the WTP and WWTP. The proposed expansion footprint of the WTP currently extends into the regulation limit of the 1:100-year floodplain of Mississippi River.

**Climate Change and Green Infrastructure:**

Under the Provincial Policy Statement (2020) for managing growth and development, municipalities are requested to prepare for the impacts of a changing climate by:

- Incorporating efficiencies in their infrastructure and public service facilities;
- Planning for sewage and drinking water services, and stormwater management (including the use of green infrastructure);
- Protecting, improving or reporting the quality and quantity of water by evaluating and preparing for the impacts of a changing climate to water resource systems at the watershed level; and
- Mitigating potential risk to public health or safety or of property damage from natural hazards, and preparing for increased risks associated with natural hazards.

MVCA engineering staff have reviewed the Carleton Place Water and Wastewater Master Plan – Phase 2 Report (May 30, 2022) and offer the following comments and recommendations:

Aquatic Environment – Alternative C: Expanding Existing Site

- There is potential to impact water quantity during low flow conditions (resulting from increased extraction rate). The magnitude of this impact can be determined from Water Availability Study.

Aquatic Environment – Alternative D: Build New/Additional WTP behind Canoe Club

- There is potential to impact water quantity during low flow conditions (resulting from increased extraction rate). The magnitude of this impact can be determined from Water Availability Study.

Aquatic Environment – Alternative E: Municipal Groundwater Well

- There is the potential to contaminate groundwater with surface contaminants (if well is improperly sealed).

Aquatic Environment – Alternative A: Do nothing

- The risk of overloading the system resulting in runoff into local surface waters (i.e., Mississippi River) would negatively impact surface water quality (noted) as well as fish and fish habitat (not noted).

Our Engineering department looks forward to continued involvement in the review and development of this important document.

Yours truly,



Matt Craig  
Manager - Planning & Regulations

**From:** [Wilder, Pierre](#)  
**To:** [BFlood@mvc.on.ca](mailto:BFlood@mvc.on.ca)  
**Cc:** [Guy Bourgon](#); [Raheem, Ferenaz](#); [Alemany, Kevin](#); [Juraj Cunderlik](#)  
**Subject:** RE: Carleton Place WTP and WWTP ESR Comment Letter  
**Date:** Friday, March 3, 2023 2:00:22 PM  
**Attachments:** [Carleton Place WTP & WWTP ESR - Comment Letter - Feb 28 2023.pdf](#)  
[image001.png](#)

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Good Afternoon Bryan,

On behalf of the Town and Stantec, here are our responses (below in red) to your comments / questions:

### **Carleton Place WTP Expansion ESR**

MVCA notes that part of the WTP site is in the 100-year floodplain and regulation limit, as noted on page 24 of the ESR.

- Figures 4.1 and 4.2 (page 38 and 40, respectively) shows the new low lift pumps and chemical feed building encroaching on the regulation limit.
  - While it is understood that these are preliminary site plans, MVCA recommends that all new buildings be built outside of the regulation limit, and that approval from MVCA is required to build within the regulatory limit.

*Response: Comment is noted. MVCA will be consulted for approval of any new buildings designs encroaching into the regulation limit.*

### **Carleton Place WWTP Expansion ESR**

Section 2.1.2.2 Future Wet Weather Flow Capacities (page 6-7) notes that peak flows are projected to reach 80,000 m<sup>3</sup>/d in 2041 in rare events, and notes this is not a design consideration.

- How will these high flows, that are not designed for, be addressed?
  - It is noted that the plant's (current) wet weather flow treatment capacity is 10,400 m<sup>3</sup>/d. Flows above this bypass the normal treatment train, but still get treated in the physical/chemical clarifier system which can accommodate excess peak flows of up to 11,600 m<sup>3</sup>/d, for a plant total of 22,000 m<sup>3</sup>/d.
  - The WWTP expansion will increase rated capacity to 10,625 m<sup>3</sup>/d and peak design flow to 42,500 m<sup>3</sup>/d.
- In rare high-flow events of 80,000 m<sup>3</sup>/d, does the excess 37,500 m<sup>3</sup>/d completely bypass the treatment plant and get discharged directly into the Mississippi River? What are the consequences for water quantity and quality in the river in these scenarios, and how will they be addressed?

*Response: 80,000m<sup>3</sup>/d is actually the total flow generated for all the catchments upstream of the WWTP (i.e. across the whole Town), not necessarily the actual peak flow observed at the WWTP. The total flow generated does not account for surface flooding and therefore the peak flows observed at the WWTP during the rare event are expected to be much lower than this value. This is not clear in the ESR text. We will clarify this in the ESR and remove the reported flow of 80,000m<sup>3</sup>/d as it does not directly relate to the WWTP performance and design. It should also be noted that the rare event in the model is representative of a 1:100 year inflow / infiltration condition, which is far beyond the typical basis of design for collection systems. We cannot comment on what amount discharges directly to the Mississippi River in this event. The Town is currently undertaking a flow monitoring program to validate its current collection system model. As mentioned above, we will clarify this in the revised ESR.*

Regards,

**Pierre Wilder** P. Eng

Environmental Engineer

Mobile: 613 790-7690

[Pierre.Wilder@stantec.com](mailto:Pierre.Wilder@stantec.com)

Stantec

300 - 1331 Clyde Avenue

Ottawa ON K2C 3G4



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**From:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>

**Sent:** Tuesday, February 28, 2023 2:23 PM

**To:** Raheem, Ferenaz <[Ferenaz.Raheem@stantec.com](mailto:Ferenaz.Raheem@stantec.com)>; Wilder, Pierre <[Pierre.Wilder@stantec.com](mailto:Pierre.Wilder@stantec.com)>; Alemany, Kevin <[kevin.alemany@stantec.com](mailto:kevin.alemany@stantec.com)>

**Subject:** FW: Carleton Place WTP and WWTP ESR Comment Letter

See attached.

---

**From:** Bryan Flood <[BFlood@mvc.on.ca](mailto:BFlood@mvc.on.ca)>

**Sent:** Tuesday, February 28, 2023 2:14 PM

**To:** Guy Bourgon <[gbourgon@carletonplace.ca](mailto:gbourgon@carletonplace.ca)>

**Cc:** Juraj Cunderlik <[jcunderlik@mvc.on.ca](mailto:jcunderlik@mvc.on.ca)>

**Subject:** Carleton Place WTP and WWTP ESR Comment Letter

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Mr. Bourgon,

Thank you for the opportunity to provide comments on the Carleton Place WTP and WWTP Environmental Study Reports as part of the Municipal Class EA. MVCA's comments are attached. We look forward to the responses, and to continue working with the Town of Carleton Place as you move through these important infrastructure upgrades.

Regards,

Bryan Flood (he/him), Ph.D, P.Eng | Water Resources Engineer

Mississippi Valley Conservation Authority | 10970 Highway 7, Carleton Place, ON K7C 3P1

[www.mvc.on.ca](http://www.mvc.on.ca) | t. 613 253 0006 ext. 239 | c. 613 451 6160 | f. 613 253 0122 | [BFlood@mvc.on.ca](mailto:BFlood@mvc.on.ca)



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