



Outlook

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**FW: Notice of Project Commencement and Public Information Centre- Forest Glade North Servicing Environmental Assessment**

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**From** Cole Roddick <Cole.Roddick@rjburnside.com>

**Date** Fri 11/8/2024 12:52 PM

**To** 058184 Forest Glade N Planning Area (EA & SWM) Windsor  
<058184ForestGladeNPlanningAreaEASWMSWindsor@rjburnside.com>

**Cc** Paramo, Juan <jparamo@citywindsor.ca>; pwinters@citywindsor.ca <pwinters@citywindsor.ca>; Josh Way <josh@rockdevelopments.ca>; Rocco Tullio <rtullio@rockdevelopments.ca>; Tricia Radburn <Tricia.Radburn@rjburnside.com>

**Bcc** Monika.MacKi@ontario.ca <Monika.MacKi@ontario.ca>; karla.barboza@ontario.ca <karla.barboza@ontario.ca>; Dan.Minkin@ontario.ca <Dan.Minkin@ontario.ca>; Joseph.Harvey@ontario.ca <Joseph.Harvey@ontario.ca>; Anthony.Leardi@pc.ola.org <Anthony.Leardi@pc.ola.org>; Trevor.Jones@pc.ola.org <Trevor.Jones@pc.ola.org>; Andrew.Dowie@pc.ola.org <Andrew.Dowie@pc.ola.org>; Lgretzky-CO@ndp.on.ca <Lgretzky-CO@ndp.on.ca>; dsimpson@citywindsor.ca <dsimpson@citywindsor.ca>; smcguire@citywindsor.ca <smcguire@citywindsor.ca>; sboakes@citywindsor.ca <sboakes@citywindsor.ca>; fmikhael@citywindsor.ca <fmikhael@citywindsor.ca>; krichters@citywindsor.ca <krichters@citywindsor.ca>; walyassiri@citywindsor.ca <walyassiri@citywindsor.ca>; pnguy@citywindsor.ca <pnguy@citywindsor.ca>; TCragg@citywindsor.ca <TCragg@citywindsor.ca>; nrobertson@citywindsor.ca <nrobertson@citywindsor.ca>; KWhittal@citywindsor.ca <KWhittal@citywindsor.ca>; robin.souchuk@ontario.ca <robin.souchuk@ontario.ca>; bhorrobin@police.windsor.on.ca <bhorrobin@police.windsor.on.ca>

 1 attachment (785 KB)

058184\_Notice of Commencement.pdf;

Good afternoon,

On behalf of the City of Windsor, please find attached the Notice of Project Commencement and Public Information Centre for the Forest Glade North Servicing Environmental Assessment.

If you have any questions, please contact one of the project team members:

**Cole Roddick, BES**  
Environmental Planner  
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Ministry of the Environment,  
Conservation and Parks

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



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December 19, 2024

Tricia Radburn  
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City of Windsor  
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BY EMAIL ONLY

Re: **Forest Glade North Servicing Environmental Assessment  
City of Windsor  
Municipal Class Environmental Assessment, Schedule C  
Acknowledgement of Notice of Commencement**

Dear Project Team,

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

The **updated (August 2022)** attached "Areas of Interest" document provides guidance regarding the ministry's interests with respect to the Class EA process. Please address all areas of interest in the EA documentation at an appropriate level for the EA study. Proponents who

address all the applicable areas of interest can minimize potential delays to the project schedule. Information is provided at the end of the Areas of Interest document relating to the Notice of Completion.

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

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

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

- Aamjiwnaang First Nation
- Bkejwanong (Walpole Island)
- Caldwell First Nation
- Chippewas of Kettle and Stony Point
- Chippewas of the Thames First Nation
- Oneida Nation of the Thames
- Munsee Delaware
- Delaware Nation

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

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

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

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

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

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**A draft of the report should be sent directly to me prior to the release of the final report through the issuance of the Notice of Completion, allowing a minimum of 30 days for the ministry's technical reviewers to provide comments on the draft report.**

**Please also ensure a copy of the Notice of Completion is sent to the ministry's Southwestern Region EA notification email account ([eanotification.swregion@ontario.ca](mailto:eanotification.swregion@ontario.ca)) after the draft report and Notice of Completion is reviewed and finalized.**

Should you or any members of your project team have any questions regarding the material above, please contact me at [monika.macki@ontario.ca](mailto:monika.macki@ontario.ca).

Sincerely,

*Monika Macki*

Monika Macki  
Regional Environmental Planner – Southwestern Region  
Project Review Unit, Environmental Assessment Branch

Enclosed: Areas of Interest

Attached: Client's Guide to Preliminary Screening for Species at Risk

A Proponent's Introduction to the Delegation of Procedural Aspects of Consultation  
with Aboriginal Communities

## AREAS OF INTEREST (v. August 2022)

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

### Planning and Policy

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

### Source Water Protection

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

Projects that are subject to the Environmental Assessment Act that fall under a Class EA, or one of the Regulations, have the potential to impact sources of drinking water if they occur in designated vulnerable areas or in the vicinity of other at-risk drinking water systems (i.e. systems that are not municipal residential systems). MEA Class EA projects may include

activities that, if located in a vulnerable area, could be a threat to sources of drinking water (i.e. have the potential to adversely affect the quality or quantity of drinking water sources) and the activity could therefore be subject to policies in a source protection plan. Where an activity poses a risk to drinking water, policies in the local source protection plan may impact how or where that activity is undertaken. Policies may prohibit certain activities, or they may require risk management measures for these activities. Municipal Official Plans, planning decisions, Class EA projects (where the project includes an activity that is a threat to drinking water) and prescribed instruments must conform with policies that address significant risks to drinking water and must have regard for policies that address moderate or low risks.

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

- For further information on the maps or source protection plan policies which may relate to their project, proponents must contact the appropriate source protection authority. **Please consult with the local source protection authority to discuss potential impacts on drinking water. Please document the results of that consultation within the report and include all communication documents/correspondence.**

### More Information

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

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

### **Climate Change**

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

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

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

- The MECP has also prepared another guide to support provincial land use planning direction related to the completion of energy and emission plans. The "[Community Emissions Reduction Planning: A Guide for Municipalities](#)" document is designed to educate stakeholders on the municipal opportunities to reduce energy and greenhouse gas emissions, and to provide guidance on methods and techniques to incorporate consideration of energy and greenhouse gas emissions into municipal activities of all types. We encourage you to review the Guide for information.

### **Air Quality, Dust and Noise**

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

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

### **Ecosystem Protection and Restoration**

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

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

### **Species at Risk**

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

- For any questions related to subsequent permit requirements, please contact [SAROntario@ontario.ca](mailto:SAROntario@ontario.ca).

## Surface Water

- The report must include enough information to demonstrate that there will be no negative impacts on the natural features or ecological functions of any watercourses within the study area. Measures should be included in the planning and design process to ensure that any impacts to watercourses from construction or operational activities (e.g. spills, erosion, pollution) are mitigated as part of the proposed undertaking.
- Additional stormwater runoff from new pavement can impact receiving watercourses and flood conditions. Quality and quantity control measures to treat stormwater runoff should be considered for all new impervious areas and, where possible, existing surfaces. The ministry's [Stormwater Management Planning and Design Manual \(2003\)](#) should be referenced in the report and utilized when designing stormwater control methods. **A Stormwater Management Plan should be prepared as part of the Class EA process** that includes:
  - Strategies to address potential water quantity and erosion impacts related to stormwater draining into streams or other sensitive environmental features, and to ensure that adequate (enhanced) water quality is maintained
  - Watershed information, drainage conditions, and other relevant background information
  - Future drainage conditions, stormwater management options, information on erosion and sediment control during construction, and other details of the proposed works
  - Information on maintenance and monitoring commitments.
- Ontario Regulation 60/08 under the *Ontario Water Resources Act* (OWRA) applies to the Lake Simcoe Basin, which encompasses Lake Simcoe and the lands from which surface water drains into Lake Simcoe. If a proposed sewage treatment plant is listed in Table 1 of the regulation, the report should describe how the proposed project and its mitigation measures are consistent with the requirements of this regulation and the OWRA.
- Any potential approval requirements for surface water taking or discharge should be identified in the report. A Permit to Take Water (PTTW) under the OWRA will be required for any water takings that exceed 50,000 L/day, except for certain water taking activities that have been prescribed by the Water Taking EASR Regulation – *O. Reg. 63/16*. These prescribed water-taking activities require registration in the EASR instead of a PTTW. Please review the [Water Taking User Guide for EASR](#) for more information. Additionally, an

Environmental Compliance Approval under the OWRA is required for municipal stormwater management works.

## **Groundwater**

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

## **Excess Materials Management**

- In December 2019, MECP released a new regulation under the Environmental Protection Act, titled “On-Site and Excess Soil Management” (O. Reg. 406/19) to support improved management of excess construction soil. This regulation is a key step to support proper management of excess soils, ensuring valuable resources don’t go to waste and to provide clear rules on managing and reusing excess soil. New risk-based standards referenced by

this regulation help to facilitate local beneficial reuse which in turn will reduce greenhouse gas emissions from soil transportation, while ensuring strong protection of human health and the environment. The new regulation is being phased in over time, with the first phase in effect on January 1, 2021. For more information, please visit <https://www.ontario.ca/page/handling-excess-soil>.

- The report should reference that activities involving the management of excess soil should be completed in accordance with O. Reg. 406/19 and the MECP's current guidance document titled "[Management of Excess Soil – A Guide for Best Management Practices](#)" (2014).
- All waste generated during construction must be disposed of in accordance with ministry requirements.

### **Contaminated Sites**

- Any current or historical waste disposal sites should be identified in the report. The status of these sites should be determined to confirm whether approval pursuant to Section 46 of the EPA may be required for land uses on former disposal sites. We recommend referring to the [MECP's D-4 guideline](#) for land use considerations near landfills and dumps.
  - Resources available may include regional/local municipal official plans and data; provincial data on [large landfill sites](#) and [small landfill sites](#); Environmental Compliance Approval information for waste disposal sites on [Access Environment](#).
- Other known contaminated sites (local, provincial, federal) in the study area should also be identified in the report (Note – information on federal contaminated sites is found on the Government of Canada's [website](#)).
- The location of any underground storage tanks should be investigated in the report. Measures should be identified to ensure the integrity of these tanks and to ensure an appropriate response in the event of a spill. The ministry's Spills Action Centre must be contacted in such an event.
- Since the removal or movement of soils may be required, appropriate tests to determine contaminant levels from previous land uses or dumping should be undertaken. If the soils are contaminated, you must determine how and where they are to be disposed of, consistent with *Part XV.1 of the Environmental Protection Act* (EPA) and Ontario Regulation 153/04, Records of Site Condition, which details the new requirements related to site assessment and clean up. Please contact the appropriate MECP District Office for further consultation if contaminated sites are present.

## **Servicing, Utilities and Facilities**

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

## **Mitigation and Monitoring**

- Contractors must be made aware of all environmental considerations so that all environmental standards and commitments for both construction and operation are met. Mitigation measures should be clearly referenced in the report and regularly monitored during the construction stage of the project. In addition, we encourage proponents to conduct post-construction monitoring to ensure all mitigation measures have been effective and are functioning properly.
- Design and construction reports and plans should be based on a best management approach that centres on the prevention of impacts, protection of the existing environment, and opportunities for rehabilitation and enhancement of any impacted areas.
- The proponent's construction and post-construction monitoring plans must be documented in the report, as outlined in Section A.2.5 and A.4.1 of the MEA Class EA parent document.

## **Consultation**

- The report must demonstrate how the consultation provisions of the Class EA have been fulfilled, including documentation of all stakeholder consultation efforts undertaken during the planning process. This includes a discussion in the report that identifies concerns that were raised and **describes how they have been addressed by the proponent** throughout

the planning process. The report should also include copies of comments submitted on the project by interested stakeholders, and the proponent's responses to these comments (as directed by the Class EA to include full documentation).

- Please include the full stakeholder distribution/consultation list in the documentation.

### **Class EA Process**

- If this project is a Master Plan: there are several different approaches that can be used to conduct a Master Plan, examples of which are outlined in Appendix 4 of the Class EA. **The Master Plan should clearly indicate the selected approach for conducting the plan**, by identifying whether the levels of assessment, consultation and documentation are sufficient to fulfill the requirements for Schedule B or C projects. Please note that any Schedule B or C projects identified in the plan would be subject to Section 16 Order Requests under the Environmental Assessment Act, although the plan itself would not be. **Please include a description of the approach being undertaken (use Appendix 4 as a reference).**
- If this project is a Master Plan: Any identified projects should also include information on the MCEA schedule associated with the project.
- The report should provide clear and complete documentation of the planning process in order to allow for transparency in decision-making.
- The Class EA requires the consideration of the effects of each alternative on all aspects of the environment (including planning, natural, social, cultural, economic, technical). The report should include a level of detail (e.g. hydrogeological investigations, terrestrial and aquatic assessments, cultural heritage assessments) such that all potential impacts can be identified, and appropriate mitigation measures can be developed. Any supporting studies conducted during the Class EA process should be referenced and included as part of the report.
- Please include in the report a list of all subsequent permits or approvals that may be required for the implementation of the preferred alternative, including but not limited to, MECP's PTTW, EASR Registrations and ECAs, conservation authority permits, species at risk permits, MTO permits and approvals under the *Impact Assessment Act*, 2019.
- Ministry guidelines and other information related to the issues above are available at <http://www.ontario.ca/environment-and-energy/environment-and-energy>. We encourage you to review all the available guides and to reference any relevant information in the report.

## **Notice of Completion**

Once the EA Report is finalized, the proponent must issue a Notice of Completion providing a minimum 30-day period during which documentation may be reviewed and comment and input can be submitted to the proponent. The Notice of Completion must be sent to the appropriate MECP Regional Office email address.

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

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

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

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

Minister of the Environment, Conservation and Parks

777 Bay Street, 5th Floor  
Toronto ON M7A 2J3  
minister.mecp@ontario.ca

and

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



January 20, 2025

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**Tricia Radburn, MCIP, RPP**

Consultant Project Manager  
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Guelph, ON  
Tel: 1-800-265-9662 ext. 1778  
E-mail: [tricia.radburn@rjburnside.com](mailto:tricia.radburn@rjburnside.com)

**Juan Paramo, P.Eng.**

Development Engineer  
City of Windsor  
350 City Hall Square West, Suite 210  
Windsor, ON N9A 6S1  
Tel: 519-255-6267 ext. 6353  
Email: [jparamo@citywindsor.ca](mailto:jparamo@citywindsor.ca)

Dear Tricia and Juan,

**RE: Forest Glade North Servicing Environmental Assessment**

Thank you for circulating our office with the Forest Glade North Servicing Environmental Assessment. We are pleased to provide comments on this project.

Our office understands that this Municipal Class Environmental Assessment was initiated by the City of Windsor to evaluate options for providing new municipal services to the Forest Glade North Secondary Plan area. These services will include sanitary and storm sewers, stormwater management systems, and new roadways.

Please be advised that stormwater management is generally subject to local Conservation Authority approval. Any proposed works within the Limits of Regulated Area (LORA) or that may impact the downstream receivers generally require the issuance of an approval from the Essex Region Conservation Authority.

Our office has conducted a thorough review of the provided Draft Forest Glade North Servicing Environmental Study report and appendices, and we provide the following comments.

Our office supports the preferred servicing alternative as identified in the EA. We understand that this includes:

- An extension of Catherine St. and Roseville Garden Drive
- A sanitary sewer that runs eastward within the Catherine St. right-of-way to a connection with the existing sewer along Catherine St. near Lauzon Parkway
- One stormwater management pond in the northwestern portion of the study area. Properties not connecting to the pond will manage stormwater through on-site facilities.

The engineering comments for the Forest Glade North Servicing EA SWM by RJ Burnside dated November 14, 2024 are as follows:

- 1) Generally, pond designs in this area do not utilize emergency overflow spillways set at the 1:100 year pond water level as drains typically do not have the capacity to accept these flows without overtopping their banks onto neighbouring properties or back onto the subject site. Considering this area is known to be at flood risk per Section 5.2 of the SWM report, please provide further justification to support this design, should this remain the selected design. It is unclear at this time if this pond would flood surrounding properties during the stress test event based on the immediate receiver. Evaluating the impacts to the drain and neighbouring properties would be required in order to support this design at this stage.

In this area, in order to address an emergency event, it is typically demonstrated that the Stress Test event be contained within the pond in lieu of an emergency spillway due to the usual limiting capacity of receivers. Please review the pond design with the above information taken into consideration.

- 2) Based on the cross sections provided in the appendix, in order to construct an emergency spillway at the 1:100 year pond elevation, the spillway would have to be cut into the existing drain bank, lowering it significantly at this location, as the drain is higher than the pond. Please clarify how this would function and not result in an added risk to the pond. This comment could alternatively be addressed with the removal of the emergency spillway and demonstrating that the Stress Test event remains contained within the pond as discussed above.
- 3) For Scenario 1 and 2 in the Stress Test event, is the Stress Test water surface elevation calculated assuming the utilization of the emergency weirs with the listed resulting discharges of 8.76m<sup>3</sup>/s, 1.89 m<sup>3</sup>/s and 4.48m<sup>3</sup>/s in the appendix? As these rates are between 10 and 50 times larger than the designed outflow rate using the agriculture rate, further justification for these outflow rates would be required. This comment could alternatively be addressed with the removal of the emergency spillway and demonstrating that the Stress Test event remains contained within the pond as discussed above.
- 4) The report notes it is anticipated that the regional stormwater management pond will be designed with a pumped outlet. As storage requirements are based on the expectation of a reliable outflow, please demonstrate how this is achieved. What measures are in anticipated to be place? See Section 3.3.2.2 of the WERSM.

- 5) As the drainage area to the pond includes the Catherine Street Extension, has the opportunity of designing for the post 100

Forest Glade North Serving EA  
January 20, 2025

year flows from the future ROW been explored with the City of Windsor? There is less opportunity for on-site storage for constructed roadways as, depending on the classification of the road, surface storage may not be suitable with respect to safety.

- 6) Please state the L/s/ha allowable release rate for the individual developments in the 30ha drainage area to be developed and serviced by the pond. Since this assessment assumes one large catchment area to calculate the overall post 2-year inflow into the pond, breaking up the time of concentrations for each development when they are proposed for detail design separately in the future may result in a larger aggregate inflow than expected in the original pond design. Refer to Section A-3.3.1 in the WERSM.

If this information is to be provided in the detailed design stage, please state this in the report.

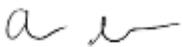
- 7) It is noted that this report only discusses the initial sizing of the pond and does not include any information on how the flows from the drainage area will be conveyed to the pond. Will there be shared infrastructure through Rock Developments? Will this infrastructure be owned by the City of Windsor? Please clarify if this is to be addressed as part the SWM to support the EA, to be provided at later date.

For further questions or additional information pertaining to the engineering aspects of this project, please contact:

Tian Martin, P. Eng.  
Water Resources Engineer, Watershed Management Services  
[tmartin@erca.org](mailto:tmartin@erca.org)  
519-776-5209 x 304

If you require any other information, or for general questions, please contact the undersigned.

Sincerely,



Alicia Good  
*Watershed Planner*  
P. 519-776-5209 x3794  
[agood@erca.org](mailto:agood@erca.org)

CC: Tian Martin, P. Eng.





March 5, 2025

**Via: Email (Agood@erca.org)**

Ms. Alicia Good  
Essex Region Conservation  
360 Fairview Avenue West, Suite 311  
Essex ON N8M 1Y6

Dear Ms. Good:

**Re: Forest Glade North Servicing Environmental Assessment Comment Response  
Windor, Ontario  
Project No.: 300058184.0000**

We are in receipt of your comments dated January 20, 2025, regarding our submitted Technical Memo – Forest Glade North Environmental Assessment – Stormwater Management, dated November 14, 2024. We provide the following responses below, with your comments listed in italics for ease of reference.

The Technical Memo has been updated as noted below, in addition to minor changes to the catchment area. Updated hydrologic modeling will be provided for download.

- 1) *Generally, pond designs in this area do not utilize emergency overflow spillways set at the 1:100 year pond water level as drains typically do not have the capacity to accept these flows without overtopping their banks onto neighbouring properties or back onto the subject site. Considering this area is known to be at flood risk per Section 5.2 of the SWM report, please provide further justification to support this design, should this remain the selected design. It is unclear at this time if this pond would flood surrounding properties during the stress test event based on the immediate receiver. Evaluating the impacts to the drain and neighbouring properties would be required in order to support this design at this stage.*

*In this area, in order to address an emergency event, it is typically demonstrated that the Stress Test event be contained within the pond in lieu of an emergency spillway due to the usual limiting capacity of receivers. Please review the pond design with the above information taken into consideration.*

**Response:**

The preliminary design of the regional stormwater management pond has been revised to eliminate the need for an emergency spillway. The urban stress test (US) scenario has been updated in the hydrologic model to include on-site storage (100-year post to 2-year post) as described in the Stormwater Management Technical

Memo. This storage was previously omitted as an overly conservative approach. The updated US scenario demonstrates the additional required storage volumes can be accommodated below the top of the pond.

The Memo (Section 5.2.1) and associated hydrologic model have been updated to reflect the revised US assessment.

- 2) *Based on the cross sections provided in the appendix, in order to construct an emergency spillway at the 1:100 year pond elevation, the spillway would have to be cut into the existing drain bank, lowering it significantly at this location, as the drain is higher than the pond. Please clarify how this would function and not result in an added risk to the pond. This comment could alternatively be addressed with the removal of the emergency spillway and demonstrating that the Stress Test event remains contained within the pond as discussed above.*

**Response:**

As noted in the response to comment #1, the emergency spillway has been removed from the preliminary stormwater management pond design.

- 3) *For Scenario 1 and 2 in the Stress Test event, is the Stress Test water surface elevation calculated assuming the utilization of the emergency weirs with the listed resulting discharges of 8.76m<sup>3</sup>/s,*

*1.89 m<sup>3</sup>/s and 4.48m<sup>3</sup>/s in the appendix? As these rates are between 10 and 50 times larger than the designed outflow rate using the agriculture rate, further justification for these outflow rates would be required. This comment could alternatively be addressed with the removal of the emergency spillway and demonstrating that the Stress Test event remains contained within the pond as discussed above.*

**Response:**

As noted in the response to comment #1, the emergency spillway has been removed from the preliminary stormwater management pond design.

- 4) *The report notes it is anticipated that the regional stormwater management pond will be designed with a pumped outlet. As storage requirements are based on the expectation of a reliable outflow, please demonstrate how this is achieved. What measures are in anticipated to be place? See Section 3.3.2.2 of the WERSM.*

**Response:**

It is anticipated that the stormwater management pond will include a dedicated municipally owned pump station that will have backup power.

- 5) *As the drainage area to the pond includes the Catherine Street Extension, has the opportunity of designing for the post 100 year flows from the future ROW been explored with the City of Windsor? There is less opportunity for on-site storage for constructed roadways as, depending on the classification of the road, surface storage may not be suitable with respect to safety.*

**Response:**

On-site storage for the constructed roadway is being reviewed by the City as part of the detailed design, which is still in early stages.

- 6) *Please state the L/s/ha allowable release rate for the individual developments in the 30ha drainage area to be developed and serviced by the pond. Since this assessment assumes one large catchment area to calculate the overall post 2-year inflow into the pond, breaking up the time of concentrations for each development when they are proposed for detail design separately in the future may result in a larger aggregate inflow than expected in the original pond design. Refer to Section A-3.3.1 in the WERSM.*

*If this information is to be provided in the detailed design stage, please state this in the report.*

**Response:**

It was not feasible to break down the allowable release rates per individual development at this preliminary stage of design. The City acknowledges these values will be adjusted based on the detailed design of the storm sewer and stormwater management infrastructure.

- 7) *It is noted that this report only discusses the initial sizing of the pond and does not include any information on how the flows from the drainage area will be conveyed to the pond. Will there be shared infrastructure through Rock Developments? Will this infrastructure be owned by the City of Windsor? Please clarify if this is to be addressed as part the SWM to support the EA, to be provided at later date.*

**Response:**

Flows are anticipated to be conveyed to the stormwater management pond through storm sewers and overland flow routes. The details of required ownership of infrastructure or associated easements will be determined at the detailed design stage.

We look forward to working with you on this project and please reach out to me should you require any clarification or have questions.

Yours truly,

**R.J. Burnside & Associates Limited**



Harold Faulkner, P.Eng.  
Project Engineer  
HF:jm

Other than by the addressee, copying or distribution of this document, in whole or in part, is not permitted without the express written consent of R.J. Burnside & Associates Limited.

This document contains proprietary and confidential information. As such, it is for the sole use of the addressee and R.J. Burnside & Associates Limited, and proprietary information shall not be disclosed, in any manner, to a third party except by the express written consent of R.J. Burnside & Associates Limited. This document is deemed to be the intellectual property of R.J. Burnside & Associates Limited in

## Tricia Radburn

---

**From:** Alicia Good <AGood@erca.org>  
**Sent:** Thursday, March 13, 2025 10:03 AM  
**To:** Paramo, Juan  
**Cc:** Tian Martin; Tricia Radburn; Cole Roddick  
**Subject:** RE: ERCA Comments - Forest Glade North Servicing EA

Good morning Juan,

Thank you for seeking feedback from our office on our Engineering comments pertaining to the Forest Glade North Servicing EA. We have reviewed the final report, and we are satisfied that our comments have been appropriately addressed. We have no further questions or concerns.

Best regards,  
Alicia Good



**Alicia Good (she/her)**

Watershed Planner  
Essex Region Conservation Authority  
360 Fairview Avenue West, Suite 311 | Essex, Ontario | N8M 1Y6  
P. 519-776-5209 x3794 | F. 519-776-8688  
[agood@erca.org](mailto:agood@erca.org) [www.essexregionconservation.ca](http://www.essexregionconservation.ca)

**While this email is sent when it is convenient for me, I do not expect a response or action outside of your own regular working hours.**

The ERCA Office is now open to the public **Tuesdays, Wednesdays and Thursdays** to provide “counter service”; however, services continue to be delivered online and through email. Please consult ERCA’s website for more information and direction regarding online services (i.e. permitting, cottage bookings, seasonal passes etc.)

---

**From:** Alicia Good  
**Sent:** January-20-25 3:31 PM  
**To:** Paramo, Juan <jparamo@citywindsor.ca>; Tricia Radburn <Tricia.Radburn@rjburnside.com>  
**Cc:** Tian Martin <tmartin@erca.org>  
**Subject:** ERCA Comments - Forest Glade North Servicing EA

Good afternoon,  
Please find attached ERCA’s comments for the Forest Glade North Servicing Environmental Assessment.  
Best regards,  
Alicia



**Alicia Good (she/her)**

Watershed Planner  
Essex Region Conservation Authority  
360 Fairview Avenue West, Suite 311 | Essex, Ontario | N8M 1Y6  
P. 519-776-5209 x3794 | F. 519-776-8688  
[agood@erca.org](mailto:agood@erca.org) [www.essexregionconservation.ca](http://www.essexregionconservation.ca)

**While this email is sent when it is convenient for me, I do not expect a response or action outside of your own regular working hours.**

The ERCA Office is now open to the public **Tuesdays, Wednesdays and Thursdays** to provide “counter service”; however, services continue to be delivered online and through email. Please consult ERCA’s website for more information and direction regarding online services (i.e. permitting, cottage bookings, seasonal passes etc.)

**Ministry of Citizenship  
and Multiculturalism**

Heritage Planning Unit  
Heritage Operations Branch  
Citizenship, Inclusion and  
Heritage Division  
5th Flr, 400 University Ave  
Toronto, ON M5G 1S7  
Tel.: 416.786.7553

**Ministère des Affaires civiques  
et du Multiculturalisme**

Planification relative au patrimoine  
Opérations relatives au patrimoine  
Division des affaires civiques, de  
l'inclusion et du patrimoine  
5e étage, 400, av. University  
Toronto, ON M5G 1S7  
Tél.: 416.786.7553



March 14, 2025

EMAIL ONLY

Juan Paramo  
Development Engineer  
City of Windsor  
350 City Hall Square West, Suite 210 Windsor, ON N9A 6S1  
[jparamo@citywindsor.ca](mailto:jparamo@citywindsor.ca)

**MCM File** : **0022849**  
**Proponent** : **City of Windsor**  
**Subject** : **Notice of Study Completion**  
**Project** : **Forest Glade North Servicing**  
**Location** : **City of Windsor, Ontario**

---

Dear Juan Paramo:

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

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

We have reviewed the Environmental Project Report (ESR) dated January 2025, prepared by R.J. Burnside, and offer the following comments.

**Project Summary**

The City of Windsor has now completed a Municipal Class Environmental Assessment to evaluate alternatives ways to provide municipal services to the Forest Glade North Secondary Plan area. These services will include sanitary sewers, a stormwater management system, and new roadways. The preferred alternative for the roadways is to extend Catherine Street and Roseville Garden Drive within a 22 m right-of-way (ROW). The roads will have two travel lanes and a two-way centre turn lane, as well as a multi-use trail on one side of Catherine Street and Roseville Garden Drive. The preferred alternative for stormwater is to establish one regional stormwater management pond in the northcentral portion of the study area. The preferred alternative for sanitary services is to extend the current sanitary sewer system with a connection at Lauzon Parkway.

**Comments**

MCM finds that due diligence has been undertaken in preparing this ESR by:

- undertaking a Stage 1 and 2 archaeological assessment and report, which was found to be compliant and has been entered into the Ontario Public Register of Archaeological Reports, and recommended no further archaeological assessment

- completing the checklist Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes, which determined that potential is low and therefore no cultural heritage evaluation report and/or heritage impact assessment was undertaken
- providing commitments to mitigate any negative impacts.

Thank you for consulting MCM on this project. If you have any questions or require clarification, please do not hesitate to contact me.

Sincerely,

Dan Minkin  
Heritage Planner  
[dan.minkin@Ontario.ca](mailto:dan.minkin@Ontario.ca)

Copied to: Tricia Radburn, R.J. Burnside

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*.



Outlook

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## Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment

---

**From** Cole Roddick <Cole.Roddick@rjburnside.com>

**Date** Fri 2/14/2025 10:58 AM

**To** 058184 Forest Glade N Planning Area (EA & SWM) Windsor  
<058184ForestGladeNPlanningAreaEASWMMWindsor@rjburnside.com>

**Cc** Paramo, Juan <jparamo@citywindsor.ca>; pwinters@citywindsor.ca <pwinters@citywindsor.ca>; Rocco Tullio <rtullio@rockdevelopments.ca>; Josh Way <josh@rockdevelopments.ca>; Tricia Radburn <Tricia.Radburn@rjburnside.com>

**Bcc** EA Notices to SWRegion (MECP) <eanotification.swregion@ontario.ca>; MEA.NOTICES.EAAB@ontario.ca <MEA.NOTICES.EAAB@ontario.ca>; Barboza, Karla (MCM) <Karla.Barboza@ontario.ca>; Dan.Minkin@ontario.ca <Dan.Minkin@ontario.ca>; Joseph.Harvey@ontario.ca <Joseph.Harvey@ontario.ca>; monika.macki@ontario.ca <monika.macki@ontario.ca>; Anthony.Leardi@pc.ola.org <Anthony.Leardi@pc.ola.org>; Trevor.Jones@pc.ola.org <Trevor.Jones@pc.ola.org>; Andrew.Dowie@pc.ola.org <Andrew.Dowie@pc.ola.org>; Lgretzky-CO@ndp.on.ca <Lgretzky-CO@ndp.on.ca>; dsimpson@citywindsor.ca <dsimpson@citywindsor.ca>; smcguire@citywindsor.ca <smcguire@citywindsor.ca>; sboakes@citywindsor.ca <sboakes@citywindsor.ca>; pwinters@citywindsor.ca <pwinters@citywindsor.ca>; fmikhael@citywindsor.ca <fmikhael@citywindsor.ca>; krichters@citywindsor.ca <krichters@citywindsor.ca>; walyassiri@citywindsor.ca <walyassiri@citywindsor.ca>; pnguy@citywindsor.ca <pnguy@citywindsor.ca>; PPatel@citywindsor.ca <PPatel@citywindsor.ca>; TCragg@citywindsor.ca <TCragg@citywindsor.ca>

1 attachment (790 KB)

058184\_Notice of Completion.pdf;

Good morning,

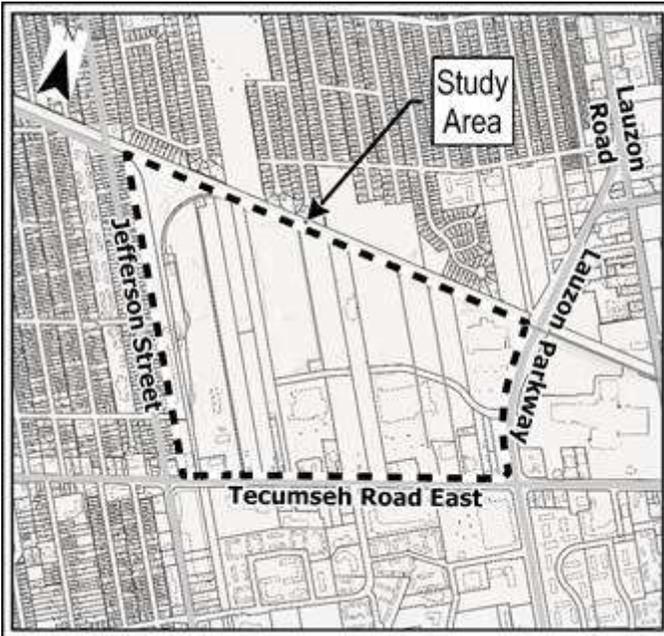
The City of Windsor has now completed a Municipal Class Environmental Assessment to evaluate alternative ways to provide municipal services to the Forest Glade North Secondary Plan area. These services will include sanitary sewers, a stormwater management system, and new roadways. A notice, providing project details, is attached.

An Environmental Study Report (ESR) has been prepared to document the planning and decision-making process for this Study. The ESR is being placed on the public record and will be available for a 30-day review period starting February 14<sup>th</sup>, 2025, and ending March 15<sup>th</sup>, 2025, to meet requirements of the MCEA process. An electronic copy of the ESR is available for viewing on the project webpage at [windsoreas.ca](http://windsoreas.ca).

To provide comments on the project, or if you require alternative accommodations to view the ESR, please contact the Study Team before March 15<sup>th</sup>, 2025.

**Cole Roddick, BES**  
Environmental Planner  
R.J. Burnside & Associates Limited  
35 Perry Street  
Woodstock, ON

**Juan Paramo, P.Eng.**  
Development Engineer  
City of Windsor  
350 City Hall Square West, Suite 210  
Windsor, ON N9A 6S1



Tel: 519-788-6134

E-mail: [cole.rodick@rjburnside.com](mailto:cole.rodick@rjburnside.com)

Tel: 519-255-6267 ext. 6353

E-mail: [jparamo@citywindsor.ca](mailto:jparamo@citywindsor.ca)



**Cole Roddick, BES**  
Environmental Planner

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

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

Environmental Assessment  
Branch

Direction des évaluations  
environnementales

1<sup>st</sup> Floor  
135 St. Clair Avenue W  
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**Tel.:** 416 314-8001  
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Rez-de-chaussée  
135, avenue St. Clair Ouest  
Toronto ON M4V 1P5  
**Tél. :** 416 314-8001  
**Télééc. :** 416 314-8452

*Via E-mail Only*

March 7, 2025

Juan Paramo  
Development Engineer  
City of Windsor  
jparamo@citywindsor.ca

**Re: Forest Glade North Servicing EA  
City of Windsor  
Municipal Class Environmental Assessment – Schedule B/C  
Project Review Unit Comments –Environmental Study Report**

Dear Juan,

This letter is in response to the Notice of Completion provided for the above noted Class Environmental Assessment (EA) project. The Ministry of the Environment, Conservation and Parks (ministry) provides the following comments for your consideration.

**General**

- 1) Appendix I states that the capacity of the downstream collection system and the wastewater treatment plant were not assessed during this EA. When will this be assessed? Through a different EA?

**Project Timeline**

- 2) Consideration of a preliminary anticipated schedule for the project should be included in the ESR, to best meet the ESR content requirements noted in section A.4.2.1 of the Municipal Class EA document.

### **Agency Consultation**

- 3) Appendix K includes a list of agencies that were consulted. Please include the correspondences and communications that were sent to these agencies.

### **Air Quality and Odour**

- 4) Please note that the ministry recommends that non-chloride dust suppressants be applied during construction.
- 5) It is noted that the report contains mitigation measures for the predicted impacts of construction. However, the MECP expects that the report contain at minimum, a qualitative air assessment, which should include:
  - a. A discussion of local air quality including existing activities/sources that significantly impact local air quality and how the project may impact existing conditions;
  - b. A discussion of the nearby sensitive receptors and the project's potential air quality impacts on present and future sensitive receptors;
  - c. A discussion of local air quality impacts that could arise from this project during both construction and operation;

### **Excess Materials and Waste**

- 6) In December 2019, the ministry released a new regulation under the Environmental Protection Act, titled *On-Site and Excess Soil Management* (O. Reg. 406/19) to support improved management of excess construction soil. For more information, please visit [www.ontario.ca/page/handling-excess-soil](http://www.ontario.ca/page/handling-excess-soil). The Report should be revised to reference that activities involving the management of excess soil should be completed in accordance with O. Reg. 406/19 and the ministry's current guidance document titled "[Management of Excess Soil – A Guide for Best Management Practices](#)" (2014) and "[Rules for Soil Management and Excess Soil Quality Standards](#)" (2022).
- 7) All waste generated during construction must be disposed of in accordance with ministry requirements.

### **Species at Risk**

- 8) MECP agrees that an IGF and permitting requirements should be consulted with the MECP SAR branch at [sarontario@ontario.ca](mailto:sarontario@ontario.ca).

---

Thank you for circulating this Report for the ministry's consideration. Please document the receipt of this Project Review Unit Comments letter in the final report. We look forward to receiving a written response from the City of Windsor to address our comments provided above.

Should you or any members of your project team have any questions regarding the material above, please contact me at [monika.macki@ontario.ca](mailto:monika.macki@ontario.ca).

Sincerely,

*Monika Macki*

Monika Macki  
Environmental Resource Planner / EA Coordinator  
Environmental Assessment Program Support, Environmental Assessment Branch  
Ontario Ministry of the Environment, Conservation and Parks

**Project:** Forest Glade Servicing Schedule B/C MCEA  
**Project No.:** MSA018455



### Compiled Received Comments Matrix:

Comment #	MECP Comment	Burnside Response
<b>General</b>		
1	Appendix I states that the capacity of the downstream collection system and the wastewater treatment plant were not assessed during this EA. When will this be assessed? Through a different EA?	The projected flow for the Forest Glade North Planning Area is being assessed and accommodated in the plans for the expansion of the Little River Pollution Control Plant through an ongoing Municipal Class Environmental Assessment (MCEA). Additionally, the wastewater outlet trunk sewer for the Forest Glade North Planning Area was constructed in 2003 to serve a design population of 8,126 persons. However, based on current development projections from the Forest Glade North Servicing EA, the revised ultimate design population is now estimated at 6,510 persons.
<b>Project Timeline</b>		
2	Consideration of a preliminary anticipated schedule for the project should be included in the ESR, to best meet the ESR content requirements noted in section A.4.2.1 of the Municipal Class EA document.	April 15th, 2025 end of 30-day period.
<b>Agency Consultation</b>		
3	Appendix K includes a list of agencies that were consulted. Please include the correspondences and communications that were sent to these agencies.	Noted, email correspondences are attached.
<b>Air Quality and Odour</b>		
4	Please note that the ministry recommends that non-chloride dust suppressants be applied during construction.	Noted, non-chloride dust suppressants will be utilized during construction.
5	It is noted that the report contains mitigation measures for the predicted impacts of construction. However, the MECP expects that the report contain at minimum, a qualitative air assessment, which should include: - A discussion of local air quality including existing activities/sources that significantly impact local air quality and how the project may impact existing conditions - A discussion of the nearby sensitive receptors and the project's potential air quality impacts on present and future sensitive receptors - A discussion of local air quality impacts that could arise from this project during both construction and operation	See attached memo.
<b>Excess Materials and Waste</b>		
6	In December 2019, the ministry released a new regulation under the Environmental Protection Act, titled <i>On-Site and Excess Soil Management</i> (O. Reg. 406/19) to support improved management of excess construction soil. For more information, please visit <a href="http://www.ontario.ca/page/handling-excess-soil">www.ontario.ca/page/handling-excess-soil</a> . The Report should be revised to reference that activities involving the management of excess soil should be completed in accordance with O.Reg. 406/19 and the ministry's current guidance document titled "Management of Excess Soil - A Guide for Best Management Practices" (2014) and "Rules for Soil Management and Excess Soil Quality Standards" (2022)  <a href="http://www.ontario.ca/document/management-excess-soil-guide-best-management-practices">www.ontario.ca/document/management-excess-soil-guide-best-management-practices</a> <a href="http://www.ontario.ca/page/rules-soil-management-and-excess-soil-quality-standards">www.ontario.ca/page/rules-soil-management-and-excess-soil-quality-standards</a>	Table 8.1 notes that a Qualified Professional (QP) will prepare a Soil Management Plan (SMP) as defined in Ontario Regulation 160/06 for managing soil materials on site (including excavation, location of stockpiles, reuse and off site disposal). All activities involving the management of excess soil will be completed in accordance with O.Reg. 406/19 and the ministry's current guidance document titled "Management of Excess Soil - A Guide for Best Management Practices" (2014) and "Rules for Soil Management and Excess Soil Quality Standards" (2022)

Comment #	MECP Comment	Burnside Response
7	All waste generated during construction must be disposed of in accordance with ministry requirements.	Noted. All waste generated during construction must be disposed of in accordance with ministry requirements.
<b>Species at Risk</b>		
8	MECP agrees that an IGF and permitting requirements should be consulted with the MECP SAR branch at sarontario@ontario.ca	Noted. An IGF will be submitted.



## Technical Memorandum

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**Date:** March 25, 2025 **Project No.:** 300058184.0000

**Project Name:** Forest Glade North Servicing Schedule B/C Municipal Class Environmental Assessment

**Client Name:** City of Windsor

**Submitted To:** Juan Paramo

**Submitted By:** Kristina Zeromskiene

**Reviewed By:** Tricia Radburn

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R.J. Burnside & Associates Limited (Burnside) was retained to prepare a Schedule B/C Municipal Class Environmental Assessment to identify preferred collector roads, wastewater management systems and stormwater management options for the Forest Glade North planning area. A Notice of Project Completion was issued on February 15, 2024, allowing the public and agencies to provide final comment on the Project File Report.

On March 7, 2025, Monika Macki, EA Coordinator at the Ministry of Environment, Conservation and Parks provided several comments on the report, including a request for additional information about potential impacts to air quality. This memo lists the information requested, followed by our response.

***MECP Request: A discussion of local air quality including existing activities / sources that significantly impact local air quality and how the project may impact existing conditions***

The Study Area is bounded by Tecumseh Road East to the south, Windsor Transload lands to the west, the CN rail line to the north, and Lauzon Parkway to the east. The surrounding land uses include a mix of commercial and employment uses followed by residential land uses further from the Study Area.

The Site is located in an urban area within the City of Windsor; therefore, urban air quality typical for Ontario is expected in the area. The main sources impacting air quality in the area are expected to be transportation sources including emissions from road and rail system adjacent to the Site. A review of the MECP approvals history through Access Environment database did not reveal any major industries in the area.

The proposed Catherine Street extension will introduce additional traffic within the Study Area; however, considering the proposed extension is smaller scale than surrounding Tecumseh Road East and Lauzon Parkway (31% and 45% of the total predicted 2045 AM peak traffic

volume compared to Tecumseh Road East and Lauzon Parkway, respectively), the impact on the existing conditions is not expected to be significant especially considering there are no sensitive receptors east of the Study Area where the highest impact would be expected.

***MECP Request: A discussion of the nearby sensitive receptors and the project's potential air quality impacts on present and future sensitive receptors***

Sensitive receptors in the vicinity of the Study Area are located to the south, north and west of the Study Area. A residential area is located further south beyond the commercial block adjacent to Tecumseh Road East. This area is located about 170 m south of the Study Area. A residential area to the west is located west of Windsor Transload lands approximately 200 m from the Site. A residential area to the north is located across the railway approximately 45 m from the Site. There do not appear to be any sensitive receptors located east of the Site within 500 m. The nearest school, Roseville Public School, is located approximately 490 m to the south. The nearest church, Rose City Islamic Centre, is located over 800 m to the west. There are no hospital or campgrounds in close proximity to the Site.

The Study Area is approximately 700,000 m<sup>2</sup>. The proposed road extension will be located in the middle of this area with an exit to Tecumseh Road East. Considering the separation distances to the nearest sensitive receptors in all directions and the location of the road extension in the centre of the Site, the impact from the road extension on the existing sensitive receptors compared to the typical air quality in an urban setting is expected to be negligible.

***A discussion of local air quality impacts that could arise from this project during both construction and operation.***

Potential air quality effects associated with the construction stage is expected to be temporary and localized to the surrounding area. It is recommended to monitor dust levels during construction stage and apply mitigation measures, such as water application, if needed to reduce the effect on surrounding residences.

Negligible air quality impacts are expected once the road is built and functional as discussed above.

**R.J. Burnside & Associates Limited**



Kristina Zeromskiene  
Senior Air and Noise Scientist

KZ:js

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**From:** [Macki, Monika \(MECP\)](#)  
**To:** [Tricia Radburn](#); [Cole Roddick](#); [Paramo, Juan](#)  
**Cc:** [058184 Forest Glade N Planning Area \(EA & SWM\) Windsor](#)  
**Subject:** RE: Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment  
**Date:** Friday, April 25, 2025 3:06:06 PM  
**Attachments:** [image003.png](#)

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Hi Tricia,

No further comments about the project.

Have a good weekend,

**Monika Macki**

Environmental Resource Planner/Environmental Assessment Coordinator  
Environmental Assessment Branch  
Ministry of the Environment, Conservation and Parks  
[monika.macki@ontario.ca](mailto:monika.macki@ontario.ca)

---

**From:** Tricia Radburn <[Tricia.Radburn@rjburnside.com](mailto:Tricia.Radburn@rjburnside.com)>  
**Sent:** Friday, April 25, 2025 3:04 PM  
**To:** Macki, Monika (MECP) <[Monika.MacKi@ontario.ca](mailto:Monika.MacKi@ontario.ca)>; Cole Roddick <[Cole.Roddick@rjburnside.com](mailto:Cole.Roddick@rjburnside.com)>; Paramo, Juan <[jparamo@citywindsor.ca](mailto:jparamo@citywindsor.ca)>  
**Cc:** 058184 Forest Glade N Planning Area (EA & SWM) Windsor <[058184ForestGladeNPlanningAreaEASWMWindsor@rjburnside.com](mailto:058184ForestGladeNPlanningAreaEASWMWindsor@rjburnside.com)>  
**Subject:** RE: Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment

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Monika, I am following up on our response to your comments on the Forest Glade Servicing EA. Could you please let us know if you have any further questions about the project?

Thank you.

  
**Tricia Radburn, MCIP,  
RPP**  
Senior Environmental  
Planner

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Office: [800-265-9662](tel:800-265-9662) Direct: 226-486-1778  
[www.rjburnside.com](http://www.rjburnside.com)

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**From:** Tricia Radburn  
**Sent:** Tuesday, March 25, 2025 11:54 AM  
**To:** Macki, Monika (MECP) <[Monika.MacKi@ontario.ca](mailto:Monika.MacKi@ontario.ca)>; Cole Roddick <[Cole.Roddick@rjburnside.com](mailto:Cole.Roddick@rjburnside.com)>; Paramo, Juan <[jparamo@citywindsor.ca](mailto:jparamo@citywindsor.ca)>  
**Cc:** 058184 Forest Glade N Planning Area (EA & SWM) Windsor <[058184ForestGladeNPlanningAreaEASWMWindsor@rjburnside.com](mailto:058184ForestGladeNPlanningAreaEASWMWindsor@rjburnside.com)>  
**Subject:** RE: Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment

Monika, thank you for your review of the Forest Glade Servicing MCEA. I have attached a comment-response matrix and some additional documentation to address your comments.

Please let us know if you have any other questions.  
Kind Regards,

  
**Tricia Radburn, MCIP,  
RPP**  
Senior Environmental  
Planner

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[www.rjburnside.com](http://www.rjburnside.com)

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**From:** Macki, Monika (MECP) <[Monika.MacKi@ontario.ca](mailto:Monika.MacKi@ontario.ca)>  
**Sent:** Friday, March 07, 2025 3:13 PM  
**To:** Cole Roddick <[Cole.Roddick@rjburnside.com](mailto:Cole.Roddick@rjburnside.com)>; Paramo, Juan <[jparamo@citywindsor.ca](mailto:jparamo@citywindsor.ca)>  
**Cc:** Tricia Radburn <[Tricia.Radburn@rjburnside.com](mailto:Tricia.Radburn@rjburnside.com)>; 058184 Forest Glade N Planning Area (EA & SWM) Windsor <[058184ForestGladeNPlanningAreaEASWMWindsor@rjburnside.com](mailto:058184ForestGladeNPlanningAreaEASWMWindsor@rjburnside.com)>  
**Subject:** RE: Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment

Hello,

Thank you for the opportunity to review the Forest Glade North Servicing EA. Please find attached MECP comments.  
Looking forward to your response.

Thank you,

**Monika Macki**  
Environmental Resource Planner/Environmental Assessment Coordinator  
Environmental Assessment Branch

Ministry of the Environment, Conservation and Parks  
[monika.macki@ontario.ca](mailto:monika.macki@ontario.ca)

---

**From:** Cole Roddick <[Cole.Roddick@rjburnside.com](mailto:Cole.Roddick@rjburnside.com)>  
**Sent:** Friday, February 21, 2025 2:30 PM  
**To:** Macki, Monika (MECP) <[Monika.MacKi@ontario.ca](mailto:Monika.MacKi@ontario.ca)>  
**Cc:** Tricia Radburn <[Tricia.Radburn@rjburnside.com](mailto:Tricia.Radburn@rjburnside.com)>; 058184 Forest Glade N Planning Area (EA & SWM) Windsor <[058184ForestGladeNPlanningAreaEASWMSWindsor@rjburnside.com](mailto:058184ForestGladeNPlanningAreaEASWMSWindsor@rjburnside.com)>  
**Subject:** RE: Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment

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Good afternoon Monika,

I am just reaching out to confirm that you received the Notice of Study Completion and will be reviewing the EA?

Thank you and have a great weekend!



**Cole Roddick, BES**  
Environmental Planner

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---

**From:** Cole Roddick <[Cole.Roddick@rjburnside.com](mailto:Cole.Roddick@rjburnside.com)>  
**Sent:** Tuesday, February 18, 2025 12:32 PM  
**To:** Macki, Monika (MECP) <[Monika.MacKi@ontario.ca](mailto:Monika.MacKi@ontario.ca)>  
**Cc:** Tricia Radburn <[Tricia.Radburn@rjburnside.com](mailto:Tricia.Radburn@rjburnside.com)>  
**Subject:** Re: Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment

Hi Monika,

Yes the up-to-date draft ESR and appendices are the same that are found on the project website.

Thank you,

Cole

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**From:** Macki, Monika (MECP) <[Monika.MacKi@ontario.ca](mailto:Monika.MacKi@ontario.ca)>  
**Sent:** Tuesday, February 18, 2025 12:25 PM  
**To:** Cole Roddick <[Cole.Roddick@rjburnside.com](mailto:Cole.Roddick@rjburnside.com)>  
**Subject:** RE: Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment

Hi Cole,

The draft ESR was provided to MECP on February 10. Is the draft ESR and appendices the same version that is found on the project's website, listed in the notice of completion?

Thanks

**Monika Macki**  
Environmental Resource Planner/Environmental Assessment Coordinator  
Environmental Assessment Branch  
Ministry of the Environment, Conservation and Parks  
[monika.macki@ontario.ca](mailto:monika.macki@ontario.ca)

---

**From:** Cole Roddick <[Cole.Roddick@rjburnside.com](mailto:Cole.Roddick@rjburnside.com)>  
**Sent:** Friday, February 14, 2025 10:58 AM  
**To:** 058184 Forest Glade N Planning Area (EA & SWM) Windsor  
[058184ForestGladeNPlanningAreaEASWMWindsor@rjburnside.com](mailto:058184ForestGladeNPlanningAreaEASWMWindsor@rjburnside.com)  
**Cc:** Paramo, Juan [jparamo@citywindsor.ca](mailto:jparamo@citywindsor.ca); [pwinters@citywindsor.ca](mailto:pwinters@citywindsor.ca); Rocco Tullio  
[rtullio@rockdevelopments.ca](mailto:rtullio@rockdevelopments.ca); Josh Way [josh@rockdevelopments.ca](mailto:josh@rockdevelopments.ca); Tricia Radburn  
[Tricia.Radburn@rjburnside.com](mailto:Tricia.Radburn@rjburnside.com)  
**Subject:** Notice of Study Completion - Forest Glade North Servicing Municipal Class Environmental Assessment

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

Good morning,

The City of Windsor has now completed a Municipal Class Environmental Assessment to evaluate alternative ways to provide municipal services to the Forest Glade North Secondary Plan area. These services will include sanitary sewers, a stormwater management system, and new roadways. A notice, providing project details, is attached.

An Environmental Study Report (ESR) has been prepared to document the planning and decision-making process for this Study. The ESR is being placed on the public record and will be available for a 30-day review period starting February 14<sup>th</sup>, 2025, and ending March 15<sup>th</sup>, 2025, to meet requirements of the MCEA process. An electronic copy of the ESR is available for viewing on the project webpage at [windsoreas.ca](http://windsoreas.ca).

To provide comments on the project, or if you require alternative accommodations to view the ESR, please contact the Study Team before March 15<sup>th</sup>, 2025.

**Cole Roddick, BES**  
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