

Section 4:  
Distribution List  
And  
Communication Inventory

## **4.0 Correspondence**

As part of the Public Consultation process, individual correspondence regarding this Municipal Class EA was distributed to stakeholders and regulatory agencies with a potential interest in the undertaking. A copy of the complete Distribution List can be found in this section.

This section of the Project File also contains copies of all correspondence sent and received over the course of the study. Copies of the Notices that were distributed as part of the consultation process are also included in this section.

Correspondence with Frist Nations can be found in Section 5 of the Project File.

# SANDPOINT BEACH PARK SHORELINE CLASS ENVIRONMENTAL ASSESSMENT



## NOTICE OF INTENT AND INVITATION FOR PUBLIC COMMENT

The City of Windsor intends to carry out a study of the Sandpoint Beach Park shoreline in order to assess possible shoreline modifications that would address public safety concerns, while improving and/or maintaining flood and erosion protection. The study is being planned under Schedule B of the Municipal Class Environmental Assessment which is an approved process under the Environmental Assessment Act.

The study has progressed to the point where alternative solutions have been evaluated and a recommended solution has been identified for review and public comment.

### PUBLIC INFORMATION CENTRE

The study area is as shown on the attached location plan. Interested parties are welcome to attend the Public Information Centre. Representatives of the City of Windsor and Landmark Engineers Inc. will be present to answer any questions and obtain feedback. The Public Information Centre will be held on:

**DATE:** Tuesday, November 22, 2022  
**TIME:** 2:00 – 4:00 p.m. and 6:00 – 8:00 p.m.  
**PLACE:** Riverside Sportsmen Club  
10835 Riverside Drive East  
Windsor, Ontario

We are presently contacting all private and public agencies that may have an interest in the project to solicit their comments and to confirm their interest in the Environmental Assessment process. For additional information or to provide direct comments regarding the project, please contact one of the following individuals:

**Landmark Engineers Inc.**  
Ms. Liz Michaud, P.Eng.  
2280 Ambassador Drive  
Windsor, Ontario N9C 4E4  
(519) 972-8052  
lmichaud@landmarkengineers.ca

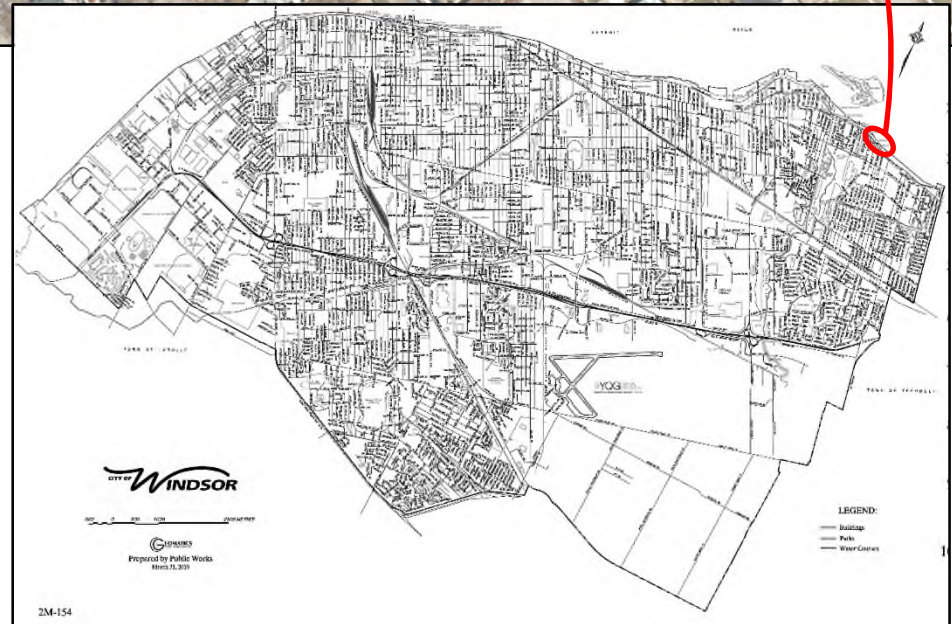
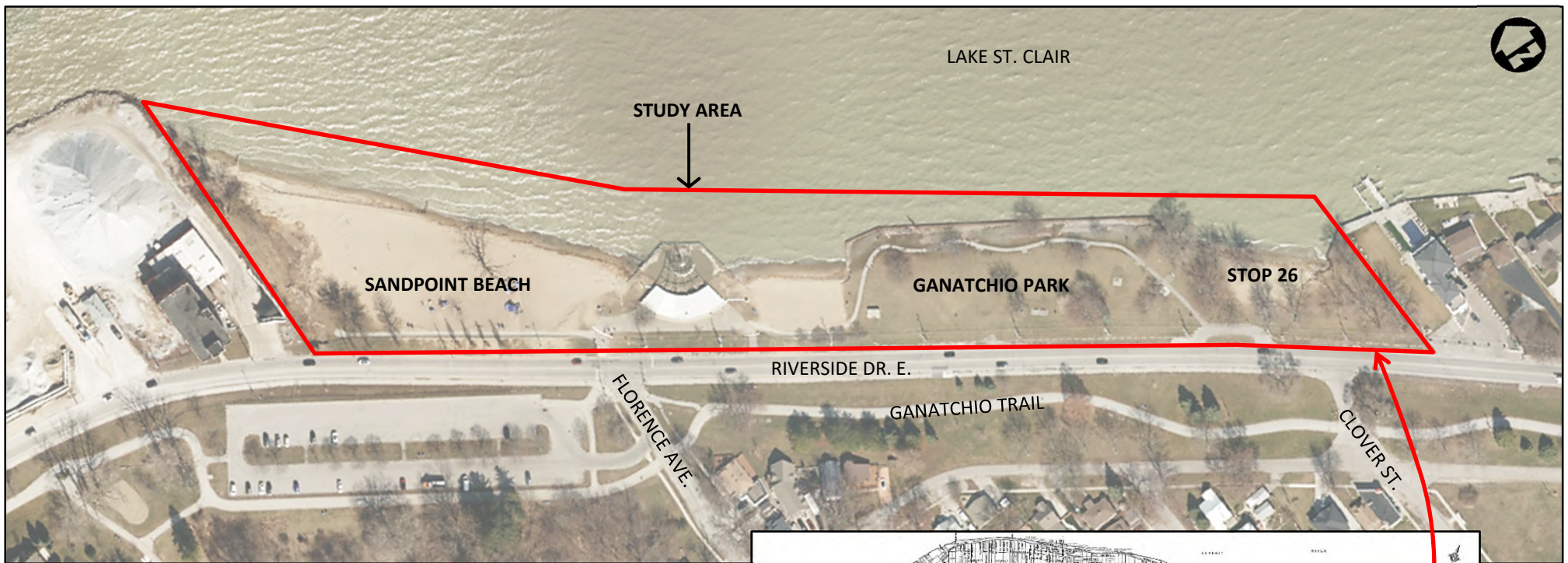
**City of Windsor**  
Ms. Laura Ash, P.Eng.  
2450 McDougall St.  
Windsor, Ontario N8X 3N6  
(519) 253-2300 Ext. 2735  
lash@citywindsor.ca

Project information can be found at the website below or by scanning the QR code here:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>



Under the *Municipal Freedom of Information and Protection of Privacy Act* and the *Ontario Environmental Assessment Act*, unless otherwise stated in submission (with the exception of personal information) all comments will become part of the public record and will be released (if requested) to any person.



<b>Title</b> LOCATION PLAN	<b>Date</b> NOV. 2022	<b>FIGURE</b> <b>1</b>
	<b>Scale</b> NTS	
	<b>Project No.</b> 21-050	
<b>Project:</b> SANDPOINT BEACH PARK SHORELINE CLASS ENVIRONMENTAL ASSESSMENT		

## Sandpoint Beach Park Shoreline - Class Environmental Assessment Agency & Public Consultation - Distribution List & Communications Inventory

### Provincial Agencies

### Communications Sent

### Communications Received

	Communications Sent			Communications Received		
	Date	Type	Description	Date	Type	Description
<b>Ministry of the Environment, Conservation and Parks</b> Southwest Region eanotification.swregion@ontario.ca	08-Nov-22	email	Notice of Intent and Invitation for Public Comment	9-Nov-22	email	Reply to Notice of Intent. 3 attachments. Requested draft of Project File for 30 day review prior to Notice of Completion.
	8-Jan-24	email	Notice of Completion			
<b>Ministry of the Environment, Conservation and Parks</b> Mark Badali Regional Environmental Planner Project Review Unit mark.badali1@ontario.ca  Project File Review completed by: Monika Macki monika.macki@ontario.ca	08-Nov-22	email	Notice of Intent and Invitation for Public Comment	9-Nov-22	email	Letter of acknowledgement and supporting attachments
	20-Mar-23	email	Draft Project File to MECP	20-Mar-23	e-mail	Receipt and confirmation of Project File download
	8-Jan-24	email	Notice of Completion	19-Apr-23	e-mail	E-mail re delayed review.
	11-May-23	email	Response to MECP Comments.	24-Apr-23	e-mail	MECP Project File review comments.
	08-Jan-24	email	Notice of Completion	17-May-23	e-mail	Receipt and review of comments. No further concerns.
				15-Jan-24	email	Final review completed (by Monika) no further comments.
<b>Ontario Ministry of Transportation</b> Malvika Rudra malvika.rudra@ontario.ca Head of Corridor Section	10-Nov-22	email	Notice of Intent and Invitation for Public Comment	10-Nov-22	email	Bounced back e-mail. Followed up but no replacement found.
<b>Ministry of Natural Resources and Forestry</b> Aylmer District General Inbox mnrf.ayl.planners@ontario.ca Karina Cerniavskaja District Planner	08-Nov-22	email	Notice of Intent and Invitation for Public Comment	8-Jan-24	email	MNRF e-mail address is no longer monitored. Send to Gillian Hartman
	8-Jan-24	email	Notice of Completion			
<b>Ministry of Citizenship and Multiculturalism</b> Karla Barboza Karla.Barboza@ontario.ca				8-Nov-22	email	Reply to Notice of Intent send to Dan Mankin (no longer with MCM). Future correspondence send to Joseph Harvey.
	9-Nov-22	email	Sent update e-mail to notify Archaeological Assessments have been completed but not yet submitted to MCM.	10-Nov-22	email	Karla requested PIF# for reference.
	10-Nov-22	email	Sent requested info to Karla and copied Joseph Harvey			
	8-Jan-24	email	Notice of Completion			
<b>Ministry of Citizenship and Multiculturalism</b> Joseph Harvey Heritage Planner Joseph.Harvey@ontario.ca  Erika Leclerc Heritage Planner erika.leclerc@ontario.ca	28-Nov-22	email	Replied to Joseph - notified him we are sending to our AMICK to review the info received.	28-Nov-22	email	Initial advice received
	29-Nov-22	email	Question re Marine Archaeological	7-Dec-22	email	Response re Marine Archaeological
	7-Dec-22	email	Follow up questions re Marine Archaeological questions	13-Dec-22	email	Response re follow up Marine Archaeological questions
	8-Jan-24	email	Notice of Completion	7-Feb-24	email	Response to EA Project File from Erika.
	9-Feb-24	e-mail	Follow up to Erika ask for meeting to discuss comments.			
	14-Feb-24	Online Meeting	Meeting with Karla, Erika and Laura Ash (City) to discuss MCM comments and required information to satisfy Cultural Heritage Issues.			
	13-Mar-24	email	Sent follow up letter to Erika with supplemental CHER info requested	16-Apr-24	E-mail	Received final comments (no more concerns)
<b>Ministry of Agriculture, Food and Rural Affairs</b> drew.crinklaw@ontario.ca Attn: Mr. Drew Crinklaw Rural Planner	08-Nov-22	email	Notice of Intent and Invitation for Public Comment			
	8-Jan-24	email	Notice of Completion			

## Sandpoint Beach Park Shoreline - Class Environmental Assessment Agency & Public Consultation - Distribution List & Communications Inventory

Federal Agencies	Communications Sent			Communications Received		
	Date	Type	Description	Date	Type	Description
<b>Environment and Climate Change Canada - Ontario Region</b> Attn: Ms. Sandra Kok Senior RAP Program Engineer sandra.kok@canada.ca - ON LEAVE Send to Steve Clement steve.clement@ec.gc.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Environment and Climate Change Canada - Ontario Region</b> Attn: Ms. Kate Taillon kate.taillon@ec.gc.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Department of Indigenous Services Canada</b> Ontario Region 655 Bay Street, Suite 700 Toronto, Ontario M5G 2K4 aadnc.infopubs.aandc@canada.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Department of Indigenous Services Canada - Records Office</b> aadnc.ontarioregionrecordsoffice.aandc@canada.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Glenn Barrett</b> Wildlife Toxicology Technician, Science and Technology Branch Environment and Climate Change Canada 867 Lakeshore Rd, Burlington, Ontario L7S 1A1 Glenn.Barrett@ec.gc.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Shane de Solla</b> Environment and Climate Change Canada 867 Lakeshore Rd, Burlington, Ontario L7S 1A1 shane.desolla@canada.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

## Sandpoint Beach Park Shoreline - Class Environmental Assessment Agency & Public Consultation - Distribution List & Communications Inventory

### Municipal Agencies and Utilities

### Communications Sent

### Communications Received

	<u>Date</u>	<u>Type</u>	<u>Description</u>	<u>Date</u>	<u>Type</u>	<u>Description</u>
<b>Chris Hart</b> City of Windsor Biodiversity Coordinator CHart@citywindsor.ca			New contact requested to be added to the list			
	8-Jan-24	email	Notice of Completion			
<b>Karen Alexander</b> City of Windsor Naturalist and Outreach Coordinator kaalexander@citywindsor.ca			New contact requested to be added to the list			
	8-Jan-24	email	Notice of Completion			
<b>Hydro One Network Planning Department</b> Senior Planning Technician southernfbcplanning@hydroone.com	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Hydro One Network</b> 185 Clegg Road Markham, Ontario L6G 1B7 Attn: Mr. Jim Oriotis Senior Real Estate Coordinator	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Enbridge Gas Ltd. (Union Gas Inc.)</b> Attn: Mr. Doug Schmidt Manager Environmental Planning dschmidt@uniongas.com	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Bell Canada</b> 1149 Goyeau St., 1st Floor Windsor, Ontario N9A 1H9 Attn: Mr. Tyson Fuerth Engineering Manager	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Bell Canada</b> 1149 Goyeau St., 1st Floor Windsor, Ontario N9A 1H9 Attn: Mr. Randy Matis Field Services Manager	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Cogeco Connexion Inc.</b> 2525 Dougall Ave. Windsor, Ontario N8X 5A7 Attn: Daniel Haggins Planning/OSP Lead - Windsor-Essex	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Enwin Utilities</b> Windsor Utilities Commission 4545 Rhodes Drive P.O. Box 1625, Station A Windsor, Ontario N8W 5T1 Attn: Mr. James Brown V/P Asset Management jbrown@enwin.com	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Enwin Utilities</b> Windsor Utilities Commission Attn: Mr. Marvio Vinhaes Director, Hydro Engineering mvinhaes@enwin.com	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Municipal Agencies and Utilities****Communications Sent****Communications Received**

	Date	Type	Description	Date	Type	Description
<b>Enwin Utilities</b> Windsor Utilities Commission Attn: Chris Manzoni Director, Water Engineering cmanzon@enwin.com	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Tourism Windsor Essex Pelee Island</b> Attn: Mr. Gordon Orr CEO gorr@tourismwindsor.com cc: Felicia Krautner fkrautner@tourismwindsor.com	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Ministry of Municipal Affairs &amp; Housing</b> Southwestern Municipal Services Office 659 Exeter Road, 2nd Floor London, Ontario N6E 1L3 Attn: Mr. Gabriel Kim gabriel.kim@ontario.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>County of Essex</b> Infrastructure Services 360 Fairview Avenue West Essex, Ontario N8M 1Y6 Attn: Sumaiya Habiba Environmental Assessment Coordinator SHabiba@countyofessex.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>CAW Windsor Regional Environment Council</b> Attn: Mr. Richard St. Denis wrec.unifor@gmail.com	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Windsor-Essex County Environment Committee</b> Attn: Ms. Averil Parent WECEC Coordinator aparent@citywindsor.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Windsor Bicycling Committee</b> 350 City Hall Square West, Room 530 Windsor, Ontario N9A 6S1 Attn: Ms. Amy Farkas, Chair c/o Ms. Karen Kadour, Council Services Dept.	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Windsor Accessibility Advisory Committee</b> 350 City Hall Square West, Room 530 Windsor, Ontario N9A 6S1 Attn: Ms. Gail Jones, Officer c/o Ms. Karen Kadour, Council Services Dept.	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Planning, Heritage &amp; Economic Development Standing Committee</b> 350 City Hall Square West, Room 530 Windsor, Ontario N9A 6S1 Attn: Ms. Anna Ciacelli Supervisor of Council Services	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Citizens Environment Alliance</b> 1950 Ottawa St. Windsor, ON N9A 6Z6 Attn: Mr. Derek Coronado Administrator info@citizensenvironmentalliance.org	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Municipal Agencies and Utilities**

**Communications Sent**

**Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
<b>Essex Region Conservation Authority</b> General Inbox planning@erca.org CC: Tian Martin, P.Eng. Water Resource Engineer tmartin@erca.org CC: Kevin Money kmoney@erca.org  Alicia Good Watershed Planner agood@erca.org	08-Nov-22	email	Notice of Intent and Invitation to Public Comment	22-Nov-22	Email	Reply with attached comments from the Master Plan which still apply at this time. Copy Tian on Notifications.
	8-Jan-24	email	Notice of Completion	5-Feb-24	Email	Project File review by Alicia Good. Provided a letter with comments.
<b>Essex Region Conservation Authority</b> Katie Stammler kstammler@erca.org	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	30-Jan-23	email	Follow up re: Source Water Protection Review.			
	8-Jan-24	email	Notice of Completion			
<b>Windsor Police Services</b> Office of the Chief of Police P.O. Box 60 Windsor, Ontario N9A 6J5 Attn: Mr. Barry Horrobin Director of Planning & Physical Resources	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Windsor Police Services</b> Sargent Paolo DiCarlo Marine Unit pdicarlo@windsorpolice.ca office 519-255-6700 ext 4008	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>City of Windsor</b> Fire Department 815 Goyeau Street Windsor, Ontario N9A 1H7 Attn: Mr. Stephen Laforet Chief	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Phil Bartnik</b> Town of Tecumseh Director of Public Works & Engineering Services 917 Lesperance Road Tecumseh, ON N8N 1W9 pbartnik@tecumseh.ca	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Greater Essex County District School Board</b> erin.kelly@publicboard.ca copy melissa.leboeuf@publicboard.ca 451 Park Street West, Box 210 Windsor, Ontario N9A 6K1 Attn: Ms. Erin Kelly Director of Education	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Windsor-Essex Catholic District School Board</b> director@wecdsb.on.ca 1325 California Ave Windsor, Ontario N9B 3Y6 Attn: Ms. Emelda Byrne Director of Education	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Municipal Agencies and Utilities****Communications Sent****Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
<b>Windsor Port Authority</b> 3109 Sandwich Street Windsor, ON N9C 1A6 Attn: Mr. Peter Berry pberry@portwindsor.com	08-Nov-22	email	Notice of Intent and Invitation to Public Comment	08-Jan-24	Email	Asking when EA will be online.
	8-Jan-24	email	Notice of Completion	9-Jan024	Email	Comments after reviewing the project file.
	08-Jan-24	email	Response - issues with the website upload. Will be online tomorrow.			
	10-Jan-24	email	Response to comments.			
<b>Can-Am Indian Friendship Centre of Windsor</b> admin@caifc.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Windsor St. Clair Rotary Club</b> ajurak@cogeco.ca	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Chris Nepzy</b> City Engineer The Corporation of the City of Windsor 1266 McDougall Avenue Windsor, Ontario N8X 3M7	08-Nov-22	email	Notice of Intent and Invitation to Public Comment			No longer City Engineer. Send to Mark Winterton
<b>Mark Winterton</b> City Engineer The Corporation of the City of Windsor 1266 McDougall Avenue Windsor, Ontario N8X 3M7 mwinterton@citywindsor.ca	8-Jan-24	email	Notice of Completion			

## Sandpoint Beach Park Shoreline - Class Environmental Assessment Agency & Public Consultation - Distribution List & Communications Inventory

**Adjacent Land Owners and Business  
Owners**

**Communications Sent**

**Communications Received**

	Date	Type	Description	Date	Type	Description
<b>Sandpoint Beach Coalition Facebook Group</b> Mr. Al DeRose 465 Elinor St. Windsor, ON N8P 1C3 myderose@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment	22-Nov-22	Sign-in Sheet	Attended Public Information Drop in Centre
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> Vacant Lots on Aberdeen Ave. and Helen Ave. <b>Mailing Address:</b> 2602 Wyandotte St. E Windsor, ON N8Y 0A5	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 435 Florence Ave. and Vacant Lot on Helen Ave <b>Mailing Address:</b> 435 Florence Ave. Windsor, ON N8P 1B9	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 438 Florence Ave. <b>Mailing Address:</b> 525 Windsor Ave. Suite 200 Windsor, ON N9A 1J4	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Frankie Ondracka 438 Florence Ave. Windsor, ON N8P 1B1 wyzefranc8@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> Dan Kennedy 447 Florence Ave. Windsor, ON N8P 1B9 dmpkennedy@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> Candice Phillips 457 Florence Ave. Windsor, ON N8P 1B9 phillips.cja@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> Franco Palazzi 471 Florence Ave, Windsor, ON N8P 1B9 gr8chevyfan@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> Kathy Kovosi 483 Florence Ave. Windsor, ON N8P 1B9 kattyk66@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> 489 Florence Ave. Windsor, ON N8P 1B9	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 505 Florence Ave. Windsor, ON N8P 1H3	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	Date	Type	Description	Date	Type	Description
<b>Civic Address:</b> 511 Florence Ave. Windsor, ON N8P 1H3	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Franco Marashoni 447 John M. St. Windsor, ON N8P 1C1	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 459 John M. St. Windsor, ON N8P 1C1	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment	22-Nov-22	Sign-in Sheet	Attended Public Information Drop in Centre
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 469 John M. St. Windsor, ON N8P 1C1	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 479 John M. St. N8P 1C1	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Bob Kuhlmann 487 (Floor 1) John M. St. Windsor, ON N8P 1C1	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 487 1/2 (Floor 2) John M. St. Windsor, ON N8P 1C1	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Rian Fortier 491 John M. St. Windsor, ON N8P 1C1	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 491 John M. St. <b>Mailing Address:</b> 12105 Appletree Tecumseh, ON N8N 4A4	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 448 John M. St. Windsor, ON N8P 1C2	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 452 John M. St. Windsor, ON N8P 1C2	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 458 John M. St. Windsor, ON N8P 1C2	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
<b>Civic Address:</b> 466 John M. St. Windsor, ON N8P 1C2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 474 John M. St. Windsor, ON N8P 1C2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 482 John M. St. Windsor, ON N8P 1C2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 486 John. M. St. Windsor, ON N8P 1C2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Therese Morand 490 John M. St. Windsor, ON N8P 1C2 theresepmorand@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> 10375 Menard St. Windsor, ON N8P 1E9	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10395 Menard St. Windsor, ON N8P 1E9	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10397 Menard St. <b>Mailing Address:</b> 4521 Southwood Lakes Blvd. Windsor, ON N9G 2M6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10397 Menard St. Windsor, ON N8P 1E9	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 451 Elinor St. Windsor, ON N8P 1C3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 451 Elinor St. <b>Mailing Address:</b> 1012 Mayland Dr. NE Calgary, AB, T2E 6C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 459 Elinor St. Windsor, ON N8P 1C3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	Date	Type	Description	Date	Type	Description
<b>Civic Address:</b> 465 Elinor St. (Floor 1) Windsor, ON N8P 1C3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 465 Elinor St. (Floor 2) Windsor, ON N8P 1C3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Michelle Morand-Toole 471 Elinor St. Windsor, ON N8P 1C3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 489 Elinor St. Windsor, ON N8P 1C3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 509 and 513 Elinor St. Windsor, ON N8P 1E3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>	18-Nov-22	Lettermail	Returned - no such address
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 525 Elinor St. Windsor, ON N8P 1E3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 553 Elinor St. <b>Mailing Address:</b> 1 Rockcliffe Rd. St. Catherines, ON L2R 3S7	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 553 Elinor St. Windsor, ON N8P 1E3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 470 Elinor St. <b>Mailing Address:</b> 10515 Clairview Ave. Windsor, ON N8P 1B3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Susan Perju 470 Elinor St. Windsor, ON N8P 1C4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 490 Elinor St. Windsor, ON N8P 1C4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 500 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
<b>Civic Address:</b> 504 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Tania Briffa 508 Elinor St. Windsor, ON N8P 1E4 tmbriffa59@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> 512 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 516 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 520 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 524 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 528 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 532 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 536 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 544 Elinor St Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 548 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 554 Elinor St. Windsor, ON N8P 1E4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
<b>Civic Address:</b> 527 and 531 Clover St. <b>Mailing Address:</b> 20547 Ferndale Ave. Windsor, ON N8T 2L2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>	14-Nov-22	Lettermail	Returned - unknown
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 527 Clover St. Windsor, ON N8P 1C5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 531 Clover St. Windsor, ON N8P 1C5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 535 Clover St. Windsor, ON N8P 1C5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 539 Clover St. Windsor, ON N8P 1C5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 545 Clover St. Windsor, ON N8P 1C5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 549 Clover St. <b>Mailing Address:</b> 19756 Haggerty Rd. Apt. 258 Livonia, MI, 48152, USA	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 549 Clover St. Windsor, ON N8P 1C5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 551 Clover St. Windsor, ON N8P 1C5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 553 Clover St. Windsor, ON N8P 1C5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Paula Naffah 559 Clover St. Windsor, ON N8P 1C5 paula_naffah@yahoo.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> 540 Clover St. Windsor, ON N8P 1C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	Date	Type	Description	Date	Type	Description
<b>Civic Address:</b> 546 Clover St. Windsor, ON N8P 1C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 550 Clover St. Windsor, ON N8P 1C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 554 Clover St. Windsor, ON N8P 1C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 556 Clover St. Windsor, ON N8P 1C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 560 Clover St. Windsor, ON N8P 1C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 562 Clover St. Windsor, ON N8P 1C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
Richard & Charlotte Foote 565 Clover St. Windsor, ON N8P 1C5	8-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
Jacob and Monica Bose 573 Clover Windsor, ON N8P 1C5 jacobbosc@hotmail.com	8-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> 10325 Riverside Dr. E. Windsor, ON N8P 1B1	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Joe & Barb VanNiekerk 10365 Riverside Dr. E. Windsor, ON N8P 1B1 barb_joe@cogeco.ca	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10395 Riverside Dr. E. <b>Mailing Address:</b> 1116 Sawgrass Cres. Mississauga, ON L5C 3V4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Mandy Pereira 10395 Riverside Dr. E. Windsor, ON N8P 1B1 mandy.pereira@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	Date	Type	Description	Date	Type	Description
<b>Civic Address:</b> Mary Lynn Becker 10425 Riverside Dr. E. Windsor, ON N8P 1B1 marylynn8@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> 10835 Riverside Dr. E. Windsor, ON N8P 1A5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10650 Riverside Dr. E. <b>Mailing Address:</b> 10670 Riverside Dr. E. Windsor, ON N8P 1A4	08-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10650 Riverside Dr. E. <b>Mailing Address:</b> 2584 Browning Lake Orion, MI 48360	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Terry Kipping 10670 Riverside Dr. E. Windsor, ON N8P 1A4 Terry@hiexperts.com  Jeff Namson (lawyer for above) jnamson@mousseaulaw.com	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> Terry and Darcie Patrick 10680 Riverside Dr. E. Windsor, ON N8P 1A4 tpatrick47@cogeco.ca darcieagene@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>	9-Jan-24	email	Underdeliverable e-mail.
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> Ronald Winney 10720 Riverside Dr. E. Windsor, ON N8P 1A4 ronwinney@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> 10435 Clairview Ave. Windsor, ON N8P 1B2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10455 Clairview Ave. <b>Mailing Address:</b> 1005 Lakeshore Rd. 103 Maidstone, ON N0R 1K0	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10455 Clairview Ave. Windsor, ON N8P 1B2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10475 Clairview Ave. Windsor, ON N8P 1B2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10515 Clairview Ave. Windsor, ON N8P 1B2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	Date	Type	Description	Date	Type	Description
<b>Civic Address:</b> 10555 Clairview Ave. Floor 1 Windsor, ON N8P 1B3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10555 Clairview Ave. Windsor, ON N8P 1B3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10557 Clairview Ave. Floor 2 Windsor, ON N8P 1B3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Stop 26 Ice Cream</b> 10575 and 10585 Clairview Ave. <b>Mailing Address:</b> Sam & Phany Sarakines 10585 Clairview Ave. Windsor, ON N8P 1B3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10575 Clairview Ave. Windsor, ON N8P 1B3	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10615 Clairview Ave. <b>Mailing Address:</b> 210 West Pike Creek Rd. Windsor, ON N8N 2L9	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 0 Clairview Ave. <b>Mailing Address:</b> 2602 Wyandotte St. E. Windsor, ON N8Y 0A5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> Angus McKenzie & Naomi McLaurie 10655 Clairview Ave. Windsor, ON N8P 1B4 amckenzie9@me.com	08-Nov-22	Email	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	email	Notice of Completion			
<b>Civic Address:</b> 10675 Clairview Ave. Windsor, ON N8P 1B4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10725 Clairview Ave. Windsor, ON N8N 1B4	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10755 and 10775 Clairview Ave. <b>Mailing Address:</b> 10775 Clairview Ave. Windsor, ON N8P 1B5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 10755 Clairview Ave. Windsor, ON N8P 1B5	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	Date	Type	Description	Date	Type	Description
<b>Civic Address:</b> Laura and Andron Strahl 551 Adelaide Ave. Windsor, ON N8P 1C7	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 561 Adelaide Ave. Windsor, ON N8P 1C7	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Civic Address:</b> 565 Adelaide Ave. Windsor, ON N8P 1C7	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Southwestern Sales Corporation East Windsor Dock:</b> 10120 Riverside Dr. E. Windsor, ON N8P 1A1	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
<b>Southwestern Sales Corporation Headquarters:</b> 100 Lesperance Rd., Unit 5 Windsor, ON N8N 1W1 info@southwesternsales.ca	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	email	Notice of Completion			
Manuel Calleja 455 Martinique Ave. Windsor, ON N8P 0E7	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>	9-Jan024	Phone	Called to clarify spelling of last name. Has been updated.
	8-Jan-24	Lettermail	Notice of Completion			
Sheila McCabe Windsor Accessibility Advisory Committee 9906 Riverside Dr. E. Windsor, ON N8P 1A1 sheila.mccabe46@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <b>Public Comment</b>	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre (provided comments on the comment sheet)
	8-Jan-24	email	Notice of Completion			
John & Sarah Holmes 566 Clover St. Windsor, ON N8P 1C6	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	Lettermail	Notice of Completion			
Dave Cooke 466 Martinique Ave. Windsor, ON N8P 1G7 davecooke1952@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	email	Notice of Completion			
Sharon Mayers 10261 Paulina Ct. Windsor, ON N8P 1H6 sharon_mayers@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <b>Public Comment</b>			
	8-Jan-24	email	Notice of Completion			
Lisa McKee 9935 Riverside Dr. E. Windsor, ON N8P 1A2	07-Nov-22	Lettermail	Notice of Intent and Invitation to <b>Public Comment</b>	14-Nov-22	Lettermail	Retunred due to no unit #provided.
	8-Jan-24	Lettermail	Notice of Completion			

**Adjacent Land Owners and Business Owners**

**Communications Sent**

**Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
Justin Boner 573 Elinor Windsor, ON N8P 1E3 justin_brown@wecdsb.on.ca	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Donna & Doug Newton 10796 Riverside Dr. E. Windsor, ON N8P 1A4 dougnewton1@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Beth Marshall 450 Sand Point Crt. Windsor, ON N8P 1S3 bmarshall1717@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Carol & Tom Nosella 990 Riverdale Avenue Windsor, ON N8S 4C3 Snaps990@yahoo.ca	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
	8-Jan-24	email	Notice of Completion			
Carolyn Cecile 375 Betty Drive Windsor, ON N8S 3W9 whaatever24@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
John Cecile 475 Martinique Avenue Windsor, ON N8P 1G7 jcecile07@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Chantalle Macdonald 331 Carling Crescent Windsor, ON N8S 3X7 chantallemacdonald@yahoo.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Omar Abouhoussein 581 Elinor Street Windsor, ON N8P 1E3 Oabouhoussein@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Helen Wade 444 Martinique Avenue Windsor, ON N8P 1G7 hwscrapbooking@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Stephen Botsford 444 Martinique Avenue Windsor, ON N8P 1G7 bots4d@gmail.com (online survey was completed with different mailing address - see survey #155)	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			

## Sandpoint Beach Park Shoreline - Class Environmental Assessment Agency & Public Consultation - Distribution List & Communications Inventory

Public	Communications Sent			Communications Received		
	Date	Type	Description	Date	Type	Description
Audrey Ingratta aingratta1@cogeco.ca	8-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Angelo Marignani 11250 Wyandotte St. E. Windsor, ON N8P 1J9 angelomarignani@gmail.com	8-Nov-22	email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Dayna Marignani 11250 Wyandotte St. E. Windsor, ON N8P 1J9 dsciencegirl@gmail.com	8-Nov-22	email	Notice of Intent and Invitation to Public Comment	9-Jan-24	email	Returned undeliverable.
	8-Jan-24	email	Notice of Completion			
Art Ringwood 1725 Northway Ave Apt #203 Windsor, ON N9B 3M1	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Michael George 2337 Lillian Windsor, ON N8X 4B4 michaelgeorge@royalpage.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Lorelei Norman 1770 Polonia Park Place Windsor, ON N8Y 4W3 loleleinorman@hotmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Jannet Long 298 Martin Lane LaSalle, ON N9J 2M3 jlong@janettelonglaw.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
David Norman davidnorman@hotmail.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Gary Rizzo 8888 Riverside Dr. E. Apt #1512 Windsor, ON N8S1H2 garyrizzo@gmail.com	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Neil Mens 1011 Coventry Crt. Windsor, ON N8S 2W6 neilmens@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
K. Haywood 1948 Soulliere Dr. Windsor, ON N8R 2H3	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment	17-Nov-22	Lettermail	Returned, incorrect street #
	8-Jan-24	Lettermail	Notice of Completion			
P. Schestzer 2572 Gatwick Ave. Windsor, ON N8P 1Y8	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			

**Public****Communications Sent****Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
Emmi Sud emmisud@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Jan & Dave Conlon conlon.jan@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Mary-Anne McLellan 946 Esdras Ave. Windsor, ON N8S 2M9 mamcanada@aol.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment	12-Jan-24	email	Inquiry re volleyball courts and why not shown on plans
	8-Jan-24	email	Notice of Completion			
	12-Jan-24	email	Replied re volleyball courts - they are part of the Master Plan programming for the site, not an EA consideration.			
Ed Link 768 Newport Cres. Windsor, ON N9E 4Z5 edlink@cogeco.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Mario & Susan Fisico 10333 Lonsdale Cres. Windsor, ON N8R 2E2 mfisico@cogeco.ca	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
	8-Jan-24	Lettermail	Notice of Completion			
Tim & Maureen Heavens 9099 Riverside Dr. E. Windsor, ON	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
John Burt 1775 Balfour Blvd. Windsor, ON N8T 2S2 rugbyburt@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
William F. Balazs bbalazs452@hotmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Susanne Blaney 4665 Riverside Dr. E. Apt # 310 Windsor, ON N8Y 4S8 susanneblaney@hotmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Nino Marion 2794 Askin Ave. Windsor, ON N9E 3H7 ninomarion2@hotmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Ed Sears 1175 Adair Crt. Apt. #508 Windsor, ON N8S 4P8 egs251@outlook.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Kathy Menard menardk53@yahoo.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Public**

**Communications Sent**

**Communications Received**

	Date	Type	Description	Date	Type	Description
Lynne Wills 1339 Radcliff Ave. Windsor, ON N8P 1P2	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Bill & Heather Howitt 4077 Riverside Dr. E. Windsor, ON N8Y 1B4 carnut2@mac.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Cindy Piec 414 Riverdale Windsor, ON N8S 4B6 cynpiece@hotmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Mike Alexander 854 Lincoln Rd. Windsor, ON N8Y 2H1 myownpersonus@yahoo.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment	8-Nov-22	Email	email returned undeliverable
	08-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Joy Molinari 542 Greendale Dr. Windsor, ON N8S 4A8	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Chris Manzon 937 Jarvis Ave. Windsor, ON N8P 1C8 ctmanzon@outlook.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
	8-Jan-24	email	Notice of Completion			
Rosanna DeMarco 1750 Parent Ave. Windsor, ON N8X 4K1 rosanna_demarco@hotmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Christine King rcmking@cogeco.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Dave Devlin ddevlin@cogeco.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
James and Sherry Dugal 454 Flora Ave. Windsor, ON N8P 1G2	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment	08-Nov-22	Email	email returned undeliverable
	8-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Donna Setay 2298 Luxury Ave. Windsor, ON N8P 1W9	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Caron Bolton earonmyh@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment	08-Nov-22	Email	email returned underliverable
Sue Bacarro sbacarro@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Public**

**Communications Sent**

**Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
Evangelista Bose 3295 Aurora Dr. Windsor, ON N8R 1Y9 ebose4@cogeco.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Omar Abouhussein oabouhussein@hotmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			E-mail returned no contact info.
Randy & Liah Drexler Randy.Drexler@gmail.com	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Heather Gardiner 471 Florence Ave. Windsor, ON N8P 1B9 creationsbyheatherlynn@yahoo.ca	8-Nov-22	Email	Notice of Intent and Invitation to Public Comment	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
	8-Jan-24	email	Notice of Completion			
Christine Easterbrook 275 Kempt St., Apt #17 Amherstburg, ON N9V 3V5	07-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Laura Herlehy 853 Westchester Drive Windsor, ON N8S 3Y6 LauraHerlehy7@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
N 1948 Glenbrook Court Windsor, ON N8W 5K3 bburton63@icloud.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Makayla Simpson 211 Buckingham Windsor, ON N8S 2C5 makaylas01@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Devis Florido 2380 Francois Road Windsor, ON N8W 4T2 Devisflorido@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
B Mailloux wuromai@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Carol Agapito 892 Fairview Boulevard Windsor, ON N8S 3E5 Agapito@bell.net	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Ray Bezaire 6765 Riverside Drive East Windsor, ON N8S 1C1 r_bezaire@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Michael Kollar 2955 Apple Lane Windsor, ON N8R 1K7 mike_kollar@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Public****Communications Sent****Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
Suzanne Adams 1133 Aire Place Windsor, ON N8S 4G1 susieqadams2@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Shelley Andrews 260 Maple Street P.O Box 194 Windsor, ON N9J 1N8 shelly.bug@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Sherry Raeside Sherryraeside@aol.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Renee Kailer 18-10200 Menard St. E. reenekailer4@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Heather Mcmillan 7045 Riverside Drive East Windsor, ON N8S 1C1 hcmcmillan5268@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Charmaine Janisse 485 Bertha Avenue Windsor, ON N8P 1B6 janmaine485@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Sherri Breaton 1723 County Road 27 Windsor, ON N0R 1V0 sbreaton@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Meredith Lee 1071 Westchester Drive Windsor, ON N8S 3Z1 Macleee57@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Kevin Olejniczak 2849 Sherway Drive Windsor, ON N8R 1K3 Kevinolejniczak@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Marilyn Briese 275 Isabelle Place Windsor, ON N8S 3A7 M_briese@yahoo.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Monique Dugal 146 Chene Street Windsor, ON N8T 1T1 mldugal465@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Rachel Cartier 11264 Wyandotte Street East Windsor, ON N8P 1J9 famielstlc@yahoo.ca	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Tracey Campbell 4747 Riverside Drive Windsor, ON N8Y 1B9 Tcampbell67@yahoo.ca	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Public****Communications Sent****Communications Received**

	Date	Type	Description	Date	Type	Description
Rick Fullerton 150 Park Street West Windsor, ON N9A 7A2 prntwork@mnsi.net	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Sue Richard 462 Sandpoint Court Windsor, ON N8P 1R6 Srichard888@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Wendy Cassidy 466 Greendale Drive Windsor, ON N8S 4A6 wcassidy@cogeco.ca	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Karen Mitchell 27 Mersea Road 12 Leamington, ON N8H 3V4 Yellowbaffin57@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Debra Mero 456 Laporte Windsor, ON N8S 3R2 Debra28yyz@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Pam Chittim 481 Flora Avenue Windsor, ON N8P 1G3 Pamela.chittim@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Priscilla O'Connor 8650 Wyandotte Street East Unit D21 Windsor, ON N8S 1T9 priscilla2928@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Ryan Campbell 875 Eastlawn Windsor, ON N8S 3H6 ryan411@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Anthony 508 Mountbatten Crescent Windsor, ON N8P 1W4 N_code3@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Carly Morrison Hunt 1304 Church Windsor, ON N8X 1T8 Mobiusscurve@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Craig Lescombe 848 Vicotr Drive Windsor, ON N8S 2S7 craiglescombe@aol.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Mary Lou Killen 9449 Kirby Windsor, ON N8R 1K1 mlkillen6@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
	8-Jan-24	email	Notice of Completion			
Linda Sauve 2326 Cypress Avenue Windsor, ON N8P OA7 Linda_Sauve@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Public****Communications Sent****Communications Received**

	Date	Type	Description	Date	Type	Description
Nancy 454 Vanderbilt Windsor, ON N8P 1R6 flicknj@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Glen Bacarro 368 Watson Avenue Windsor, ON N8S 3S4 gman22@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
MaryAnn Benoit 2562 George Avenue Windsor, ON N8W 4M7 benoitmaryann1@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Mark Russchen 1155 Bellagio Drive Windsor, ON N8P 1J6 Mrusschen@cogeco.ca	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Carla Mallett 1090 Copeland Avenue Windsor, ON mallettcarla@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Diana Fratarcangeli 411 Sand Point Court Windsor, ON N8P 1R5 diana.fratarcangeli@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Bonnie Lea Demers 8950 Wyandotte Street East Windsor, ON N8S 1V3 bdemers2014@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Kristi Monforton 6789 County Road 50 Amherstburg, ON N9V 2Y8 kristi_monforton@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Christopher Burston 1133 Ford Boulevard Windsor, ON N8S 2G2 cburston@cogeco.ca	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Linda Czilli 337 Carling Crescent Windsor, ON N8S 3X7 edczilli@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Kim Demers 32 Prince Albert Street South Kingsville, ON N9Y 2B7 kimdemrrs01@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>	8-Nov-22	Email	email returned undeliverable
	8-Nov-22	Lettermail	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	Lettermail	Notice of Completion			
Flora 573 Greenpark Boulevard Windsor, ON N8P 1J9 floragocaj1@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Angela Gerelus 423 Sandpoint Court Windsor, ON N8P 1R5 anggerelus@yahoo.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			

**Public****Communications Sent****Communications Received**

	Date	Type	Description	Date	Type	Description
Carmen Derose 10656 Beaumaris Rd. cderose01@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Jayce Draven 5-1009 Niagara Street Windsor, ON N9A 3V3 jaycedraven72@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Pauline Thibert 8888 Riverside Drive Windsor, ON iamthe_queen2001@yahoo.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Randy 920 Oulette Avenue Windsor, ON N9A 1C8 randydahl61@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Lise Lehoux 2348 Marentette Avenue Windsor, ON N8W 2C3 positivethinker@live.ca	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Joanne Szczyrek 315 Gignac Crescent Windsor, ON N9J 3S7 jdszczyrek@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Anthony Prsa 8310 Kingston Crescent Windsor, ON N8S 4R8 prsa6@aol.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Shirley O'Brien 310 Grace Road Windsor, ON N8N 2G6 longpointgal@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Rudy Tonus 598 Lisa Crescent Windsor, ON N9G 2M6 rtonuswin@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Lisa Lajoei 9568 Manitou Crescent Windsor, ON N8P 1H8 lisaleboeuflangis@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Alexis Foster 145 Brien Avenue Essex, ON N8M 1W2 sxylexy37@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Mike Lucier Mlucier@yahoo.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Kevin Deziel 1239 Prince Road Windsor, ON N9C 3A1 Kevindeziel@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			

**Public****Communications Sent****Communications Received**

	Date	Type	Description	Date	Type	Description
Allen Ganton 8575 Riverside Drive East Windsor, ON N8S 1E9 GantonDEsignslnc@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Adua Aderose1234@hotmail.ca	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Denise 541 Estate Park Windsor, ON N8N 3C5 denisehaslam59@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Ken Mccarthy 564 Jarvis Windsor, ON N8P 1C9 kennycapri@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Jocelyn Smith 8885 Riverside Drive East Windsor, ON N8S 2G9 jocelyn-s@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
David Parent 2021 St Anne Street Windsor, ON N8N 1V8 dparent242@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Liz Sandstedt 489 Bertha Avenue Windsor, ON N8P 1B6 lsandstedt@nationalfiberlink.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Susan Moroz 581 Greenpark Boulevard Windsor, ON N8P 1J9 Rsmoroz581@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Alyssa 1658 Arthur Road Windsor, ON N8Y 3Z3 alyssalynn.co@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Julie Taylor-Renaud 11941 Maitland Avenue Windsor, ON Julierenaud65@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Jon Serdachny 332 Lauzon Road N8S 3L9 Windsor, ON kampher48@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Melissa Spadafora 360 Watson Avenue Windsor, ON N8S 3S4 badnixie@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Laurie Arrand 7847 Cedarview Windsor, ON N8S 1L1 lauriearrand1971@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			

**Public****Communications Sent****Communications Received**

	Date	Type	Description	Date	Type	Description
Lindsay Smith 1070 Watson Avenue Windsor, ON N8S 3T4 lindsaymeloche@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Andre 1059 Coventry Windsor, ON N8S 2W6 andrelatendre@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Cherlynn Stachow 9705 Menard Windsor, ON N8P 1G5 Cstachow@cogeco.net	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Ronald Renaud 888 Riverside Drive East, Apartment 607 Windsor, ON N8S 1H2	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	lettermail	Notice of Completion			
Beverly Watson 11573 Cormorant Street Windsor, ON N8P 1L7 watsonb521@aol.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Chantelle Patrick 8320 East Moor Court Windsor, ON N8S 4M7 cfaas1@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Steven Chittle 885 Dawson Road Windsor, ON N8Y 4A1 thechittle@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Mark Moreira 463 Martinique Avenue Windsor, ON N8P 0E7 mark_moreira@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Nicole Bourque 1160 Lauzon Road, Apartment 102 Windsor, ON N8S 4T1 nbourque81@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Alexander Vernon 257 St Rose Avenue Windsor, ON N8S 1X1 agvernon@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Sharon Stubbington 8575 Riverside Drive East, Apartment 908 Windsor, ON N8S 1E9 Sstubbington@cogeco.ca	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Marie Pecz 8575 Riverside Drive East, Apartment 510 Windsor, ON N8S 1E9 peczjoelle@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			
Shawna Simpson 211 Buckingham Road Apartment 52 Windsor, ON N8S 2C5 shawnalsimpson@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to <u>Public Comment</u>			
	8-Jan-24	email	Notice of Completion			

**Public****Communications Sent****Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
Mark Stevens 487 Isack Drive Windsor, ON N8S 3W2	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment	9-Nov-22	email	Email returned undeliverable
	9-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Cindy Seisun 1053 Frederica Ave. Windsor, ON seisuncindy@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Julie Normand 360 Caron Avenue, Apartment 505 Windsor, ON N9A 5B2 devonandjulie@hotmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			
Resident 8717 Riverside Drive East., Apt. #205 Windsor, Ontario N8S 1G6	08-Nov-22	Lettermail	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	Lettermail	Notice of Completion			
Paul Drca drca@detroitriver.ca	8-Jan-24	email	Notice of Completion	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
Amit Sood amit@soodfm.com	8-Jan-24	email	Notice of Completion	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
Anuj Sood anuj@soodfm.com	8-Jan-24	email	Notice of Completion	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
Barb Mailloux 1036 Jarvis Ave. Windsor, ON N8P 1C9	8-Jan-24	Lettermail	Notice of Completion	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
Mary-Anne McLellan 946 Esdras Pl. Windsor, ON N8S 2M9	8-Jan-24	Lettermail	Notice of Completion	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
Stewart McLellan 1438 Bernard Rd. Windsor, ON N8Y 4K3	8-Jan-24	Lettermail	Notice of Completion	22-Nov-22	Sign-in Sheet	Attended Public Information Drop-in Centre
Jan Primeau 1211-8888 Riverside Dr. E. Windsor, ON N8S 1H2 janprimeau5@gmail.com	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
	8-Jan-24	email	Notice of Completion			

**Public****Communications Sent****Communications Received**

	Date	Type	Description	Date	Type	Description
Contacts below have requested to <b>NOT</b> receive any future contact related to the project.						
Kara 330 St. Paul Ave. Windsor, ON Kara.prepolec@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Sherry Hickson 1542 Hickory Rd. Windsor, ON rainbow_sherry@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Jessica 3701 Riverside Dr. E. Windsor, ON bubblewrap911@hotmail.com (doesn not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Doug 1909 Norman Windsor, ON dougclarkson@rocketmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Caroline 580 Jarvis Ave. Windsor, ON Carejacobson@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Judy Hastings 1067 Reedmere Windsor, ON jhastings55@cogeco.ca (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Kylee Cojocar 2337 Docherty Dr. Windsor, ON kyleecojocar@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Meagan Dent 1019 Laporte Windsor, ON megdent@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Rachelle Bellamy 1233 Cottage Place Windsor, ON bellamyrachelle@yahoo.ca (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Terra 340 Genevieve Windsor, ON terrataggart@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Erika Zelaya Ezelaya@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Brittany Easton 8320 Clairview Ave. Windsor, ON b_evan06@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			

**Public****Communications Sent****Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
David W 8575 Riverside Dr. E. Windsor, ON davewilliston@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Brandon 551 Elm Ave. Windsor, ON homer86@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Patti Blain 149 Walstedt Way rpblain@mnsi.net (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Janet Sand Point jan.jansmail@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Pat Brimmer 1853 Windermere Rd. Windsor, ON Pat62hanson@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Stacie Surette 580 Breezewood Crt. staciemoor@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Denise Reaume 2788 Norman dendreaume@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Tanya Dottor 846 Isabelle Pl. tdottoraiello@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Sharon Jette 1300 Luxury Ave. Windsor, ON bjette6@cogeco.ca (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Matt Wagner 462 St. John St. mattwags1986@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Stephanie Garant 8565 Jerome St. stephaniealison@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Sean Pinnell 1583 Bayswater Cres. Sean.pinnell@dx.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment	8-Nov-22	Email	Email returned underdeliverable
Janet Sokol 1327 Copperfield Place jeepfreak33@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			

**Public****Communications Sent****Communications Received**

	Date	Type	Description	Date	Type	Description
Heather Anger 322 Carling heather_anger@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
K. Michaud 307-5955 Ontario St. (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Brandi Smith 286 Villaire Ave. qweenbee286@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Ashley Myers ashley-24-1995@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Candyce 372 Betty Dr. Candyce_anne@hotmail.com ((does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Lisa Tremblay 1028 St. Mary's Blvd. jernlis@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Dave Jacques 8335 Wyandotte E. djacques4@cogeco.ca (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Mark drosehamilton@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Sherrie 1756 Kildare sherriestpierre@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Kim Battaglia 573 Elinor kbatt101@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Carol Lappalainen 542 Westchester Dr. carolappal@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Anne Luck 1350 Laurel Bay Crt. aluck@cogeco.ca (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Ivana Zagar Desilets 455 Fairview Blvd. izagar22@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			

**Public****Communications Sent****Communications Received**

	<b>Date</b>	<b>Type</b>	<b>Description</b>	<b>Date</b>	<b>Type</b>	<b>Description</b>
Lori 842 Dawson labutiful@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Sandy Jacobson 580 Jarvis jacobsonsonjarvis@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Rose Ann Andrian 10570 Eastcourt Dr. brochure61@icloud.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Adrianna 8080 Clairview Ave. adritodd55@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Floria Chiarotti 567 Elinor St. flohip@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Janis Williams 3-10200 Menard St. janis.williams0727@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Annette Rorison 581 Cabana Rd. E. a_kailer@hotmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Joseph 1049 Pelissier joey@joeyacott.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Tara Garrett 836 St. Rose Ave. tmgarrett6@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Joyce Amyot 2080 Questa Dr. realjoy512@gmail.com (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			
Jeff Bunde 3040 Suffolk St. jbunde@cogeco.ca (does not want mailings)	08-Nov-22	Email	Notice of Intent and Invitation to Public Comment			

## Liz Michaud

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**From:** Badali, Mark (MECP) <Mark.Badali1@ontario.ca>  
**Sent:** November 9, 2022 10:02 AM  
**To:** Ash, Laura  
**Cc:** Liz Michaud; Wilson, Marcelina (MECP)  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment  
**Attachments:** MECP Acknowledgement of NOC - MEA Class EA Sch B - Windsor Sandpoint Beach Park Shoreline.pdf; Supporting Attachment - Proponent's Intro to Delegation of Procedural Aspects of Consultation with Aboriginal Communities.pdf; Supporting Attachment - Species at Risk Proponents Guide to Preliminary Screening (Draft May 2019).pdf; 21-050 Notice of Intent & Location Plan (7Nov22).pdf

Good morning,

Please find the attached letter of acknowledgement and supporting attachments in response to the Notice of Commencement/Intent for the Sandpoint Beach Park Shoreline project (Schedule B) being undertaken by the City of Windsor under the Municipal Class Environmental Assessment.

Best regards,

**Mark Badali** ([he/him](#))

Regional Environmental Planner (REP) – Southwest Region  
Project Review Unit | Environmental Assessment Branch  
Ontario Ministry of the Environment, Conservation and Parks  
Mark.Badali1@ontario.ca | (416) 457-2155



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**From:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Sent:** November 8, 2022 2:26 PM  
**To:** EA Notices to SWRegion (MECP) <eanotification.swregion@ontario.ca>  
**Cc:** Badali, Mark (MECP) <Mark.Badali1@ontario.ca>  
**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

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

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), the City of Windsor is proceeding with the Sandpoint Beach Park Shoreline Class Environmental Assessment (EA).

We are presently contacting all private stakeholders and public agencies that may have an interest in the project to solicit their comments and to confirm their interest in the EA process. Attached is a copy of the Notice of Intent and Invitation for Public Comment and a Location Plan.

To aid in the dissemination of information, all project-related information will be available for review on the City of Windsor's website:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

If you have any questions or require further details with respect to this undertaking, please contact the undersigned.

Yours truly,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

2280 Ambassador Drive

Windsor, ON, N9C 4E4

p (519) 972-8052

c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

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

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

Environmental Assessment  
Branch

Direction des évaluations  
environnementales

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

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

November 9, 2022

Laura Ash, P.Eng.  
City of Windsor  
lash@citywindsor.ca

BY EMAIL ONLY

**Re: Sandpoint Beach Park Shoreline  
City of Windsor  
Municipal Class Environmental Assessment, Schedule B  
Acknowledgement of Notice of Commencement/Intent**

Dear Laura Ash,

This letter is in response to the Notice of Commencement/Notice of Intent and Invitation for Public Comment 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 B 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. **Further information is provided at the end of the Areas of Interest document relating to recent changes to the Environmental Assessment Act through Bill 197, Covid-19 Economic Recovery Act 2020.**

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

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.

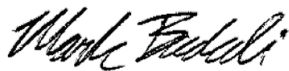
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**A draft copy of the report should be sent directly to me prior to the filing of the final report, allowing a minimum of 30 days for the ministry's technical reviewers to provide comments.**

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

Should you or any members of your project team have any questions regarding the material above, please contact me at [mark.badali1@ontario.ca](mailto:mark.badali1@ontario.ca).

Sincerely,



Mark Badali  
Regional Environmental Planner – Southwest Region

Cc: Marcelina Wilson, Supervisor, Windsor Area Office, MECP  
Liz Michaud, P.Eng., Landmark Engineers Inc.

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

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

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

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

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

□ **Air Quality, Dust and Noise**

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

[Construction and Demolition Activities](#) report prepared for Environment Canada. March 2005.

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

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

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

We recommend consulting with the Ministry of Natural Resources and Forestry (MNRF), Fisheries and Oceans Canada (DFO) and your local conservation authority to determine if special measures or additional studies will be necessary to preserve and protect these sensitive features. In addition, 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 the proposed sewage treatment plant is listed in Table 1 of the regulation, the report should describe how the proposed project and its mitigation measures are consistent with the requirements of this regulation and the OWRA.
- Any potential approval requirements for surface water taking or discharge should be identified in the report. A Permit to Take Water (PTTW) under the OWRA will be required for any water takings that exceed 50,000 L/day, except for certain water taking activities that have been prescribed by the Water Taking EASR Regulation – *O. Reg. 63/16*. These prescribed water-taking activities require registration in the EASR instead of a PTTW. Please

review the [Water Taking User Guide for EASR](#) for more information. Additionally, an Environmental Compliance Approval under the OWRA is required for municipal stormwater management works.

#### **Groundwater**

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

#### **Excess Materials Management**

- In December 2019, MECP released a new regulation under the Environmental Protection Act, titled “[On-Site and Excess Soil Management](#)” (O. Reg. 406/19) to support improved management of excess construction soil. This regulation is a key step to support proper management of excess soils, ensuring valuable resources don’t go to waste and to provide

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

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

#### **Contaminated Sites**

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

## **Servicing, Utilities and Facilities**

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

## **Mitigation and Monitoring**

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

## **Consultation**

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

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

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

#### □ **Class EA Process**

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

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

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

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

and

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

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

**DEFINITIONS**

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

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

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

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

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

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

**I. PURPOSE**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

***DRAFT - May 2019***

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## 1.0 Purpose, Scope, Background and Context

### 1.1 Purpose of this Guide

This guide has been created to:

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

It remains the client's responsibility to:

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

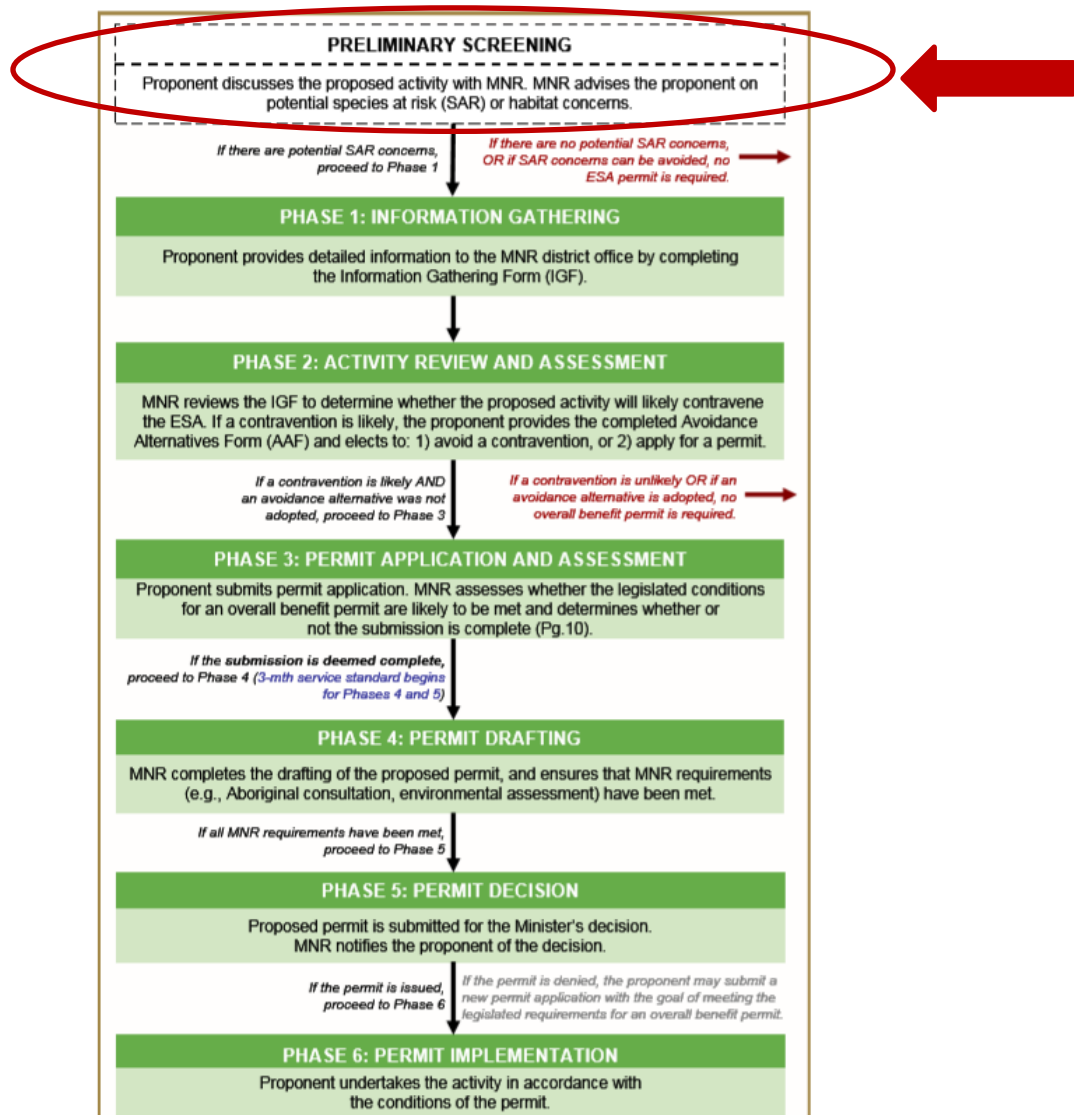
**To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide, at a minimum, prior to contacting Government of Ontario ministry offices for further information or advice.**

### 1.2 Scope

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

### 1.3 Background and Context

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



## 2.0 Roles and Responsibilities

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

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

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

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

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

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

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

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

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

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

### 3.0 Information Sources

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

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

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

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

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

### 3.1 Make a Map: Natural Heritage Areas

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

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

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

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

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

### 3.2 Land Information Ontario (LIO)

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

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

### 3.3 Additional Species at Risk Information Sources

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

Local naturalist groups or other similar community-based organizations

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

### 3.4 Information Sources to Support Impact Assessments

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

## 4.0 Check-List

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

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

## Liz Michaud

---

**From:** Cedar, Karen <kcedar@citywindsor.ca>  
**Sent:** November 9, 2022 1:01 PM  
**To:** Liz Michaud  
**Cc:** Ash, Laura; Alexander, Karen; Hart, Chris  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Thank you Liz for sharing this.

I have copied Chris Hart, our Biodiversity Coordinator, and Karen Alexander, our new City Naturalist and Outreach Coordinator as they will be providing feedback on this project going forward.

You may remove me from the mailing list and add them instead, please :)

Thank you!

Karen Cedar  
Naturalist, City of Windsor  
Ojibway Prairie Complex  
5200 Matchette Road  
Windsor, ON  
N9C 4E8  
519-966-5852  
[kcedar@citywindsor.ca](mailto:kcedar@citywindsor.ca)  
[www.ojibway.ca](http://www.ojibway.ca)

*Windsor was developed on land that is the traditional territory of the Anishnaabeg people of the Three Fires Confederacy (Ojibwe, Potawatomi, and Odawa). Before Europeans arrived, the land along the Detroit River was referred to as Wawiiatanong by the Indigenous populations. Due to Windsor's unique location along the Detroit River many different groups have called this area home including: Haudenosaunee, Attawandaron (Neutral), and Huron (Wyandot) peoples. Today, many indigenous people and Métis across Turtle Island call this area home. We are thankful to be able to share our history in this area.*

---

**From:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Sent:** November 8, 2022 2:02 PM  
**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), the City of Windsor is proceeding with the Sandpoint Beach Park Shoreline Class Environmental Assessment (EA).

We are presently contacting all private stakeholders and public agencies that may have an interest in the project to solicit their comments and to confirm their interest in the EA process. Attached is a copy of the Notice of Intent and Invitation for Public Comment and a Location Plan.

To aid in the dissemination of information, all project-related information will be available for review on the City of Windsor's website:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

If you have any questions or require further details with respect to this undertaking, please contact the undersigned.

Yours truly,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

2280 Ambassador Drive

Windsor, ON, N9C 4E4

p (519) 972-8052

c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

## Liz Michaud

---

**From:** Liz Michaud  
**Sent:** November 10, 2022 2:13 PM  
**To:** Barboza, Karla (MCM)  
**Cc:** lash@citywindsor.ca; Harvey, Joseph (MCM)  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Hi Karla,

I have requested our consultant provide a final copy of the report and I can share it once received.

The PIF # on the draft copy – P058-2108-2022

Thank you,

Liz Michaud, P.Eng.



**Landmark Engineers Inc.**

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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Barboza, Karla (MCM) <Karla.Barboza@ontario.ca>  
**Sent:** November 9, 2022 9:53 AM  
**To:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Cc:** lash@citywindsor.ca; Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Hi Liz,

Thanks for the update about the Stage 1 and 2 Archaeological Assessment. Would you be able to send us the Project Information Form number of the archaeological assessments? We can then link our files internally.

Much appreciated,  
Karla

---

**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Sent:** November-09-22 9:51 AM  
**To:** Barboza, Karla (MCM) <[Karla.Barboza@ontario.ca](mailto:Karla.Barboza@ontario.ca)>  
**Cc:** [lash@citywindsor.ca](mailto:lash@citywindsor.ca); Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

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

Thank you for the update Karla. I will update our distribution list accordingly.

Through our Master Plan process we had a Stage 1 and 2 Archaeological Assessment completed for the site. I have been told by our consultant (AMICK) that their report should be submitted to MCM shortly if it hasn't already.

Thank you,

**Liz Michaud, P.Eng.**



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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Barboza, Karla (MCM) <[Karla.Barboza@ontario.ca](mailto:Karla.Barboza@ontario.ca)>

**Sent:** November 8, 2022 4:01 PM

**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Cc:** [lash@citywindsor.ca](mailto:lash@citywindsor.ca); Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>

**Subject:** FW: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Hi Liz,

Thanks for sending the Notice of Intention for the Sandpoint Beach Park Shoreline Project to the Ministry of Citizenship and Multiculturalism (MCM).

Please note that the responsibility for administration of the Ontario Heritage Act and matters related to cultural heritage has been transferred to the Ministry of Citizenship and Multiculturalism (MCM). Individual staff roles and contact information remain unchanged.

Could you please include both Joseph Harvey, MCM Heritage Planner, and me in this project's contact list? You can remove Dan Minkin.

We will review the notice and provide preliminary comments by early December.

Let us know if you have any questions in the meantime.

Thanks,  
Karla

Karla Barboza, RPP, MCIP, CAHP

Team Lead, Heritage | Heritage Planning Unit | **Ministry of Citizenship and Multiculturalism** | 416-660-1027 | [karla.barboza@ontario.ca](mailto:karla.barboza@ontario.ca)

---

**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Sent:** November 8, 2022 2:02 PM

**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

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

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), the City of Windsor is proceeding with the Sandpoint Beach Park Shoreline Class Environmental Assessment (EA).

We are presently contacting all private stakeholders and public agencies that may have an interest in the project to solicit their comments and to confirm their interest in the EA process. Attached is a copy of the Notice of Intent and Invitation for Public Comment and a Location Plan.

To aid in the dissemination of information, all project-related information will be available for review on the City of Windsor's website:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

If you have any questions or require further details with respect to this undertaking, please contact the undersigned.

Yours truly,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

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e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

## Liz Michaud

---

**From:** Kimberly Darroch <KDarroch@erca.org>  
**Sent:** November 22, 2022 9:23 AM  
**To:** Liz Michaud  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment  
**Attachments:** NOTICE OF INTENT: SANDPOINT BEACH PARK MASTER PLAN & ENVIRONMENTAL ASSESSEMENT

Thank you for the Notice.

We had previously commented on the Master Plan (see attached). I have copied our Planning inbox. Please send all Municipal Class Environmental Assessment study correspondence to the Planning inbox in the future, including Notices of Study Commencements, PICs, Completions, etc. Our office can provide additional feedback, as needed, once more detailed information is provided and reviewed, as the study progresses. Note that depending on our level of involvement, there may be a fee charged for our review and or time spent this type of study.

Please keep the following on the study distribution list:

[planning@erca.org](mailto:planning@erca.org) – Planning inbox  
[tmartin@erca.org](mailto:tmartin@erca.org) – Tian Martin, P.Eng., Water Resources Engineer



KIM DARROCH, B.A.(HONS.), M.PL., RPP, MCIP  
Team Lead, Planning Services, Watershed Management Services  
Essex Region Conservation Authority  
360 Fairview Avenue West, Suite 311 | Essex, Ontario | N8M 1Y6  
P. 519-776-5209 x 347 | F. 519-776-8688  
[kdarroch@erca.org](mailto:kdarroch@erca.org) [www.essexregionconservation.ca](http://www.essexregionconservation.ca)

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**Follow us on Twitter: @essexregionca**

**\*\*NOTE: In accordance with public health guidelines, our offices are closed to the public, but staff are working remotely to provide responses to inquiries and review applications as efficiently as possible. Your patience and understanding is greatly appreciated at this time. \*\***

---

**From:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Sent:** Tuesday, November 8, 2022 2:02 PM  
**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), the City of Windsor is proceeding with the Sandpoint Beach Park Shoreline Class Environmental Assessment (EA).

We are presently contacting all private stakeholders and public agencies that may have an interest in the project to solicit their comments and to confirm their interest in the EA process. Attached is a copy of the Notice of Intent and Invitation for Public Comment and a Location Plan.

To aid in the dissemination of information, all project-related information will be available for review on the City of Windsor's website:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

If you have any questions or require further details with respect to this undertaking, please contact the undersigned.

Yours truly,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

## Liz Michaud

---

**From:** Kimberly Darroch <KDarroch@erca.org>  
**Sent:** June 14, 2022 10:03 AM  
**To:** Liz Michaud; lash@citywindsor.ca  
**Cc:** Planning  
**Subject:** NOTICE OF INTENT: SANDPOINT BEACH PARK MASTER PLAN & ENVIRONMENTAL ASSESSEMENT

RE: SANDPOINT BEACH PARK MASTER PLAN & ENVIRONMENTAL ASSESSEMENT- City of Windsor

Good morning, please find below some preliminary comments from the ERCA, on the above noted project, in the City of Windsor:

The City of Windsor is carrying out a study of Sandpoint Beach Park for the purpose of establishing a Park Master Plan and potentially modifying the existing shoreline to improve public safety.

This study is being conducted in accordance with the requirements for Phases 1 and 2 of the Municipal Class Environmental Assessment, which is an approved process under the Environmental Assessment Act. The study has progressed to the point where preliminary site layouts have been developed for public review and feedback.

Please be advised, that this property, is subject to our *Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation* under the *Conservation Authorities Act* (Ontario Regulation No. 158/06). The parcel falls within the regulated area of the Detroit River / Lake St. Clair. The property owner will be required to obtain a Permit and/or Clearance from the Essex Region Conservation Authority, prior to any construction or site alteration or other activities affected by Section 28 of the *Conservation Authorities Act*.

The subject property is located within a floodplain / hazard land area and it is anticipated that Riverside Drive East, maybe inundated with water during a 1:100 year storm event. It is the responsibility of the Municipal Emergency Services (fire, police) to confirm that they have the ability to effect an access to these areas, in order to fulfill the roles and responsibilities of first responders during times of flooding.

The proposed development is also in close proximity to the shoreline and there is a need for a comprehensive shoreline hazard assessment in this area. Any recommendations out of the shoreline assessment, will need to be implemented in the proposed design, including, but not limited to any setbacks requirements.

ERCA has concerns with the potential impact of the quality of runoff in the downstream watercourse due to the proposed development on this site. ERCA recommends that stormwater quality will need to be addressed, in accordance with the guidance provided by the Stormwater Management Planning and Guidance Manual, prepared by the Ministry of the Environment (MOE, March 2003) and the "Windsor-Essex Region Stormwater Management Standards Manual". If this project is subject to site plan control by the City, we request to be included in the application's circulation for further comment on stormwater management. A full assessment, will likely take place at the detailed design stage. The engineering analysis to identify and address stormwater quality, is to be completed, to the satisfaction of the City and the Essex Region Conservation Authority.

The subject property may lie wholly or partially within the Event Based Area (EBA) and the Windsor's (A.H. Weeks) Drinking Water Intake Protection Zone 2 (IPZ 2) and Intake Protection Zone 3 (IPZ3) of the Essex Region Source Protection Plan, which came into effect October 1, 2015. The Source Protection Plan was developed to provide measures to protect Essex Region's municipal drinking water sources. As a result of these policies, new projects in these areas may require approval by the Essex Region Risk Management Official (RMO) to ensure that appropriate actions are taken to mitigate any potential drinking water threats. Should your proposal require the installation of fuel, the application or storage of agricultural source material (ASM), the application or storage of non agricultural source material (NASM), or the application of pesticide

on the site, please contact the RMO to ensure the activity will not pose a significant risk to local sources of municipal drinking water. The Essex Region's Risk Management Official can be reached by email at [riskmanagement@erca.org](mailto:riskmanagement@erca.org). For any questions regarding Source Water Protection and the applicable source protection plan policies that may apply to the site, please contact the Essex Region Risk Management Official.

The subject property is within 120 metres of a terrestrial natural heritage feature, located on the other side of Riverside Drive East. Intervening infrastructure between natural heritage feature and subject property exists. Therefore, no negative impacts are anticipated for terrestrial natural heritage feature. The subject property does contain aquatic fish habitat, including critical habitat for endangered Nothern Madtom. DFO Authorizations required for any in-water works.

I have copied our Planning inbox. Please send all Municipal Class Environmental Assessment study correspondence to the Planning inbox in the future, including Notices of Study Commencements, PICs, Completions, etc. Our office can provide additional feedback, as needed, once more detailed information is provided and reviewed, as the study progresses. Note that depending on our level of involvement, there may be a fee charged for our review and or time spent this type of study.

Please keep the following on the study distribution list:

[planning@erca.org](mailto:planning@erca.org) – Planning inbox  
[tmartin@erca.org](mailto:tmartin@erca.org) – Tian Martin, P.Eng., Water Resources Engineer

Regards,



KIM DARROCH, B.A.(HONS.), M.PL., RPP, MCIP  
Team Lead, Planning Services, Watershed Management Services  
Essex Region Conservation Authority  
360 Fairview Avenue West, Suite 311 | Essex, Ontario | N8M 1Y6  
P. 519-776-5209 x 347 | F. 519-776-8688  
[kdarroch@erca.org](mailto:kdarroch@erca.org) [www.essexregionconservation.ca](http://www.essexregionconservation.ca)

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**\*\*NOTE: In accordance with public health guidelines, our offices are closed to the public, but staff are working remotely to provide responses to inquiries and review applications as efficiently as possible. Your patience and understanding is greatly appreciated at this time. \*\***

## Liz Michaud

---

**From:** Wilson, Ian <IWilson@citywindsor.ca>  
**Sent:** November 22, 2022 4:21 PM  
**To:** Ash, Laura; Liz Michaud  
**Cc:** Mikhael, Fahd  
**Subject:** Sandpoint Beach Park Master Plan and EA - Comments

Good Afternoon Laura and Liz,

We wanted to provide comments in relation to the Sandpoint Beach Park Master Plan & EA. Comments below are based on the project's identified in the City's Sewer Master Plan (SMP) and capital projects planned within the next 10 years.

- The proposed potential parking in the Sandpoint EA appears to cross the SMP proposed improvements to the Existing Flood protection berm (identified in the SMP as a high priority project, 10+ years away).
- Records indicate no existing sewers or SMP proposed sewers cross the parks north of Riverside (Sandpoint Beach, Ganatchio and Stop 26). No outlets use or cross the parks.
- We are completing a road rehabilitation project for Clairview Avenue (Ganatchio Trail adjacent) and Clover Street. Road improvements are adjacent to or through the potential parking locations noted in the EA materials.

Please let me know if further information is required. Thank you,

Ian Wilson, P. Eng., MAsc. | Engineer II



Engineering Department  
350 City Hall Square West | Suite 310 | Windsor, ON | N9A 6S1  
(P): 519-255-6100 Ext. 6369  
(C): 519-791-2706  
[www.citywindsor.ca](http://www.citywindsor.ca)

## Liz Michaud

---

**From:** Paul Drca <drca@detroitriver.ca>  
**Sent:** December 22, 2022 10:19 AM  
**To:** Liz Michaud  
**Subject:** RE: Sandpoint Beach

Thanks Liz

---

**From:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Sent:** December 22, 2022 9:35 AM  
**To:** Paul Drca <drca@detroitriver.ca>  
**Subject:** RE: Sandpoint Beach

Good Morning Paul,

Unfortunately, I really don't have an answer to that question. We are still wrapping up the EA project file to send to the Ministry. It also has to go to Public review and then to Council. We hope that will be early in the new year.

After that, there is no set time. Money has to be budgeted and then detailed design can commence. As well, approvals can take up to a year. Realistically the earliest any construction could commence would be in 2024.

Thank you for reaching out and have a Merry Christmas,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**  
2280 Ambassador Drive  
Windsor, ON, N9C 4E4  
p (519) 972-8052  
c (519) 999-8052  
f (519) 972-8644  
e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Paul Drca <drca@detroitriver.ca>  
**Sent:** December 21, 2022 2:05 PM  
**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Subject:** Sandpoint Beach

Hi Elizabeth,

You may recall we met at the Sandpoint Beach project EA open house at the Riverside Sportsman Club a few weeks ago. I have a quick question for you .....when is construction scheduled to start?

I don't need an exact date, so just be as specific as you can be.

Thanks,

Paul Drca  
Detroit River Canadian Cleanup RAP  
Coordinator (T)  
Essex Region Conservation Authority  
360 Fairview Avenue West, Suite 311,  
Essex, Ontario N8M 1Y6  
P. 519-776-5209 x356 F. 519-776-8688

**\*I am working remotely,  
Please call 519-982-3722**  
[www.essexregionconservation.ca](http://www.essexregionconservation.ca)



## Liz Michaud

---

**From:** Cynthia Piec <cynpiece@hotmail.com>  
**Sent:** November 23, 2022 11:13 AM  
**To:** Liz Michaud  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Judging from the attached someone decided to put a fishing dock where the naturalized area is. I knew these idiots wouldn't listen. The City already has a naturalized area. I told them this at the first meeting which I can see was a total waste of time. How are the animals supposed to cross the street. Where is the animal tunnel? You just went ahead and did whatever the mayor wanted. You don't give a hoot about the neighbours. Yup I knew this would happen.

---

**From:** Cynthia Piec  
**Sent:** Tuesday, November 22, 2022 2:50 PM  
**To:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Hi Liz,

I have found Native artifacts along the shoreline in the spring after the thaw. I don't have many, please include protecting as native heritage site. The natives on Peche Island also had a settlement at Sandpoint. It is extremely important that it is preserved as such and an archeological dig is encouraged. Before the mayor allowed the Island to dissolve in the Detroit River, you could go along the shoreline looking for artifacts. I also remember doing this as a child.

Thank you.

---

**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Sent:** Tuesday, November 8, 2022 1:22 PM  
**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), the City of Windsor is proceeding with the Sandpoint Beach Park Shoreline Class Environmental Assessment (EA).

We are presently contacting all private stakeholders and public agencies that may have an interest in the project to solicit their comments and to confirm their interest in the EA process. Attached is a copy of the Notice of Intent and Invitation for Public Comment and a Location Plan.

To aid in the dissemination of information, all project-related information will be available for review on the City of Windsor's website:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

If you have any questions or require further details with respect to this undertaking, please contact the undersigned.

Yours truly,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

2280 Ambassador Drive

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p (519) 972-8052

c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

## Liz Michaud

---

**From:** Stewart MCLELLAN <stewart.mclellan@dmsna.com>  
**Sent:** November 23, 2022 8:52 AM  
**To:** Liz Michaud  
**Subject:** Sandpoint Beach Project

Hi Elizabeth,

I attended the second public review of the Sandpoint Beach Project yesterday and I really liked what you and your team proposed for the redesign. I was very pleased to see volleyball courts on the design drawings as it is a great activity for myself and other young people who live in Windsor. For the last 5 years or so my friends and I have been driving out to LaSalle to use their public courts because there are no courts in Windsor. I just wanted to thank you and your team for considering it for the design. I really hope it makes it to the final product.

Also, the fishing pier looks like a great, that has always been a great fishing spot and with the pier I think it makes it much more accessible.

Thank you,

Stewart McLellan  
Manufacturing Engineer  
[Stewart.McLellan@DMSNA.com](mailto:Stewart.McLellan@DMSNA.com)  
[313-701-6838](tel:313-701-6838)

Detroit Manufacturing Systems  
12701 Southfield Road  
Detroit MI, 48223  
Phone: [313.243.0700](tel:313.243.0700) | Fax: [313.731.0441](tel:313.731.0441)

## Liz Michaud

---

**Subject:** FW: Assignment - 22-00051073  
**Attachments:** Sandpoint Beach - Goose Problem.pdf

---

**From:** Ash, Laura <lash@citywindsor.ca>  
**Sent:** December 6, 2022 5:12 PM  
**To:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Subject:** FW: Assignment - 22-00051073

Hi Liz,

Just checking if this resident's feedback made it to the comments summary?  
This is the goose control device Wadah was asking about: <https://www.gc1goosecontrol.com/about>

Thank you,  
Laura

---

**From:** Al-Yassiri, Wadah <walyassiri@citywindsor.ca>  
**Sent:** November 4, 2022 9:40 AM  
**To:** Ash, Laura <lash@citywindsor.ca>  
**Cc:** Hayes, Steve <shayes@citywindsor.ca>  
**Subject:** FW: Assignment - 22-00051073

Hi Laura,  
Maybe Landmark could look into the effectiveness of equipment similar to the GC1 Goose Control unit (link below) in combating the issue raised in attached?

Just a thought!

*Best Regards,*

**Wadah Al-Yassiri, P. Eng., CET.**

**Manager, Parks Development** | Parks Department | 2450 McDougall St. | Windsor, ON., N8X 3N6 |

 519. 253. 2300 Ext. 2740 |  519. 562. 8525 |  [walyassiri@citywindsor.ca](mailto:walyassiri@citywindsor.ca)



[www.citywindsor.ca](http://www.citywindsor.ca)

**IMPORTANT NOTICE:**

*This email is confidential and intended for the addressee only. If you are not the intended person, please notify me and destroy this and all copies immediately. Thank you!*

---

**From:** Hayes, Steve <shayes@citywindsor.ca>  
**Sent:** Friday, November 4, 2022 8:34 AM  
**To:** Ash, Laura <lash@citywindsor.ca>  
**Cc:** Al-Yassiri, Wadah <walyassiri@citywindsor.ca>  
**Subject:** FW: Assignment - 22-00051073

See attached summary report ...

**From:** [Windsor311-CSR44@motorolasolutions.com](mailto:Windsor311-CSR44@motorolasolutions.com) <[Windsor311-CSR44@motorolasolutions.com](mailto:Windsor311-CSR44@motorolasolutions.com)>

**Sent:** Thursday, November 03, 2022 1:16 PM

**To:** Hayes, Steve <[shayes@citywindsor.ca](mailto:shayes@citywindsor.ca)>

**Subject:** Assignment - 22-00051073

Parks Design & Development - Improvements at 10300 RIVERSIDE DR E, WINDSOR, ON. (22-00051073)

assigned to Hayes, Steve.

## Service Request Summary Report

Sandpoint Redevelopment

Goose Problem

**22-00051073**

Printed Date : Nov 4, 2022 8:32:29 AM

**Type:** Parks Design & Development - Improvements

**SR #:** 22-00051073

**Area:** -

**Priority:** Standard

**Group:** Parks Operations

**Status:** Open

**Jurisdiction:** City of Windsor

**Status Date:** Nov 3, 2022 1:08:51 PM

**Input By:** Tosti, Maria

**Created Date:** Nov 3, 2022 12:59:21 PM

**Method Received:** Phone

**Overdue on:** Nov 10, 2022 12:59:21 PM

**Location:** 10300 RIVERSIDE DR E, WINDSOR, ON

**Location Details:** [ PARKS ] SANDPOINT BEACH

**SR Comments:** There are a lot of geese at Sandpoint beach, all over the park. Caller heard talk about changes being made to the park, concerned because there's going to be geese all over the area. There's a huge number of geese. Caller leaves nearby and know that if you can't "shoo" them away they'll never go. Has lived there for many years and has not seen it this bad.

Flex Notes	
Flex Note Question	Flex Note Answer
Park Name:	Sandpoint Beach
Requested/Suggested Improvements:	Sandpoint Beach Relocation
Do you wish to be contacted?	Yes
Park Classification (entered by Parks D&D staff):	

Participants				
Participant Type	Participant Name	Address	Email	Phones/Extension
Caller	Ouellette, Alison	10810 RIVERSIDE DR E, WINDSOR, ON N8P 1A4	aouellette6@gmail.com	HOME 519-735-4704

Activities				
Activities	Assigned Staff	Due Date	Completed Date	Outcome
Notify Parks Design/Development (Email)	Hayes, Steve	Nov 3, 2022 1:08:52 PM		

### Details

Activities				
Activities	Assigned Staff	Due Date	Completed Date	Outcome
Parks Design/Development Investigation	Ash, Laura	Nov 10, 2022 6:00:00 PM	Nov 4, 2022 8:31:00 AM	Assigned to Parks Design/Development Staff

### Details

# Service Request Summary Report

Sandpoint Redevelopment

Goose Problem

**22-00051073**

Printed Date : Nov 4, 2022 8:32:29 AM

<b>Activities</b>				
<b>Activities</b>	<b>Assigned Staff</b>	<b>Due Date</b>	<b>Completed Date</b>	<b>Outcome</b>
Caller Contacted:		Nov 3, 2022 1:09:24 PM		
<b>Details</b>				

## Liz Michaud

---

**From:** Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>  
**Sent:** December 13, 2022 9:15 AM  
**To:** Liz Michaud  
**Subject:** FW: File 0018072: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Hi Liz,

My apologies for the delay in getting back to you.

The assessment should include the areas to be impacted by the undertaking.

Thanks for the additional information. But we continue to recommend the completion of the screening checklist [Criteria for Evaluating Marine Archaeological Potential](#) for the proposed undertaking includes in water works. If you are not sure how to answer one or more of the questions on the checklist, we recommend hiring a licensed marine archaeologist to undertake a marine archaeological assessment.

However, if you have additional information to support the conclusion that a marine archaeological assessment is not required as per the checklist, supporting documentation will need to be included in the EA project file report.

Thanks,

**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:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Sent:** December 7, 2022 4:06 PM  
**To:** Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>  
**Subject:** RE: File 0018072: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

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

Thank you Joseph,

How far out and how extensive is a Marine Assessment? Is it just along the shoreline in the areas we intend to alter? The last I looked into someone to undertake a marine assessment it was quite an expensive undertaking. Before I commit my client into such a study, I would like to offer the following considerations as to the value a marine assessment.

- 1) The subject shoreline is in a highly active littoral zone with an accreting sand fillet along the entire site due to the infill of the westerly property. Therefore the existing shoreline does not align with the historic shoreline.
- 2) The bathymetry along the shoreline is very shallow, so slight variances in water levels greatly affect the area of beach that is under water. The entire beach area (which includes the area we are proposing to fill) is regularly groomed by the City in order to maintain the beach.
- 3) The areas we intend to alter along the shoreline would be **filled**, so our proposed improvements would not be excavating any existing riverbottom.

For number 5 I clicked yes because the Lake has historically been used as a transportation route. So that would be within 500m of our site. However, I do not have any 'documented evidence' – so maybe I was a little cautious when answering 'Yes' without actual documentation.

I want to do what is needed for the project, but also don't see the warrants for such a study given the site history, characteristics and the extent of the proposed improvements. I appreciate your feedback on the above.

Thank you,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

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Windsor, ON, N9C 4E4

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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>

**Sent:** December 7, 2022 3:00 PM

**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Subject:** RE: File 0018072: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Hi Liz,

Please accept my apologies for the delayed response.

We have reviewed the attached checklist [Criteria for Evaluating Marine Archaeological Potential](#) and have the following comments and observations:

- Question 8 of the checklist notes that the property has been subjected to recent, extensive and intensive disturbance.
- The project study area meets the provincial criteria for marine archaeological potential as Question 5 of the completed Checklist indicates that there is Aboriginal knowledge or historically documented evidence of past Aboriginal use on or within 500 metres of the study area.

The Checklist is designed so that questions 3-7 act as a screening to determine whether additional information should be acquired through a marine archeological assessment regardless of previous disturbances. As such, a marine archeological assessment undertaken by a licensed marine archeologist is recommended prior to issuing a notice of completion or any ground disturbing activities.

I hope this is of assistance,

**Joseph Harvey | Heritage Planner**

**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:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Sent:** November 29, 2022 12:31 PM

**To:** Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>

**Subject:** RE: File 0018072: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

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

Good Morning Joseph,

I have a question regarding the Marine Archaeological Potential checklist (attached).

Item #5 - I am following up with our Archaeologist as I don't have anything documented but they might have something. If it turns out they do, it indicated that we need to undertake a marine assessment. My issue is that the majority of the site and shoreline is highly disturbed. The site had homes all along it for many years before they were removed and it was turned into a beach/park (see attached image). Steel sheet piling was added in some areas over the years and sand has accumulated at the west end due to the infill of the adjacent property in the 1960s. Due to the infill, the beach part of the shoreline would not have the same historic alignment. Also the beach is groomed (disturbed) multiple times per year.

The one area that has historically always been a beach (stop 26 beach) will remain a beach in our plans. This section of the shoreline will be maintained.

Some feedback on how to proceed is appreciated.

Thank you,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Liz Michaud

**Sent:** November 28, 2022 4:32 PM

**To:** Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>

**Cc:** [lash@citywindsor.ca](mailto:lash@citywindsor.ca)

**Subject:** RE: File 0018072: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Thank you Joseph.

I will forward this to our Consultants for review as they have completed an Archeological report and will be submitting to MCM soon. Some or all of the comments may already be addressed in their report.

I will coordinate with them and get back to you with a full response.

Regards,

Liz Michaud, P.Eng.



**Landmark Engineers Inc.**

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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Harvey, Joseph (MCM) <[Joseph.Harvey@ontario.ca](mailto:Joseph.Harvey@ontario.ca)>

**Sent:** November 28, 2022 11:33 AM

**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Cc:** [lash@citywindsor.ca](mailto:lash@citywindsor.ca)

**Subject:** RE: File 0018072: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Liz Michaud,

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

Please note that the responsibility for administration of the *Ontario Heritage Act* and matters related to cultural heritage recently 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 questions or concerns.

Regards,

**Joseph Harvey | Heritage Planner**

**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:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Sent:** November 8, 2022 2:02 PM

**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

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

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), the City of Windsor is proceeding with the Sandpoint Beach Park Shoreline Class Environmental Assessment (EA).

We are presently contacting all private stakeholders and public agencies that may have an interest in the project to solicit their comments and to confirm their interest in the EA process. Attached is a copy of the Notice of Intent and Invitation for Public Comment and a Location Plan.

To aid in the dissemination of information, all project-related information will be available for review on the City of Windsor's website:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

If you have any questions or require further details with respect to this undertaking, please contact the undersigned.

Yours truly,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

2280 Ambassador Drive

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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

## Liz Michaud

---

**Subject:** FW: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment  
**Attachments:** ERSPA\_SandpointBeachMCEA.pdf

---

**From:** Katie Stammler <[KStammler@erca.org](mailto:KStammler@erca.org)>  
**Sent:** March 14, 2023 2:56 PM  
**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Cc:** Kimberly Darroch <[KDarroch@erca.org](mailto:KDarroch@erca.org)>  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Hi Liz,  
Thank you for your call today and apologies for the extreme delay. Attached is my formal response regarding Source Water Protection. Please let me know if you need anything else! The letter includes a list of all of activities that are a significant drinking water threat in these areas, so you can say you know what they are and that you're not doing any of them!  
Thanks, Katie

KATIE STAMMLER, PHD  
Water Quality Scientist/Source Water Protection Project Manager  
Adjunct Associate Professor at GLIER, University of Windsor  
Essex Region Conservation Authority  
360 Fairview Avenue West, Suite 311 Essex, Ontario N8M 1Y6  
**\*Please note that I often work remotely and can be reached at (519) 981 - 4184**  
[kstammler@erca.org](mailto:kstammler@erca.org) [www.essexregionconservation.ca](http://www.essexregionconservation.ca)  
Follow us on Twitter: [@essexregionca](https://twitter.com/essexregionca)



---

**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Sent:** Monday, January 30, 2023 12:55 PM  
**To:** Katie Stammler <[KStammler@erca.org](mailto:KStammler@erca.org)>  
**Subject:** FW: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Good Afternoon Katie,

I am just following up regarding the status of the Source Water Protection review for the Sandpoint Beach Project. Please reach out if you have any questions.

Thank you,

Liz Michaud, P.Eng.



Landmark Engineers Inc.

2280 Ambassador Drive  
Windsor, ON, N9C 4E4  
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c (519) 999-8052  
f (519) 972-8644  
e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Liz Michaud  
**Sent:** November 8, 2022 2:02 PM  
**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Intent and Invitation to Comment

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), the City of Windsor is proceeding with the Sandpoint Beach Park Shoreline Class Environmental Assessment (EA).

We are presently contacting all private stakeholders and public agencies that may have an interest in the project to solicit their comments and to confirm their interest in the EA process. Attached is a copy of the Notice of Intent and Invitation for Public Comment and a Location Plan.

To aid in the dissemination of information, all project-related information will be available for review on the City of Windsor's website:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

If you have any questions or require further details with respect to this undertaking, please contact the undersigned.

Yours truly,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**  
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kstammler@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West  
Suite 311, Essex, ON N8M 1Y6

14 March 2023

Liz Michaud

Landmark Engineers, Inc.

2280 Ambassador Drive

Windsor, ON

RE: Sandpoint Beach Park Shoreline Class Environmental Assessment

Dear Ms.Michaud,

Thank you for the opportunity to review the information related to the above named project as part of the Municipal Class Environmental Assessment process as it relates to Source Water Protection in the Essex Region. The proposed works are within two different vulnerable areas in the Essex Region - Windsor IPZ-2 and the Event Based Area (Please see the included maps).

There are no Source Water related concerns about this project at this time. However, further information is provided below and we would ask that you continue to consult with Source Protection staff on this project as necessary.

### Significant Drinking Water Threats

The proposed works are within the Event Based Area (EBA) for the A.H. Week's Water Treatment Plant. In this area, the above grade handling and storage of liquid fuel in volumes greater than 15,000 L is identified as a Significant Drinking Water Threat (SDWT). Based on the information provided, it does not appear that fuel of this volume will be used or installed as a direct result of the proposed project. Should fuel of this volume be necessary during or as a result of the proposed project, a Risk Management Plan will be required and the proponent would need to consult with the Risk Management Official.

The proposed works are also within the IPZ-2 for the A.H. Week's Water Treatment Plant. There are several activities identified as SDWTs in this area with related policies in the Essex Region Source Protection Plan. Each SDWT has very specific conditions under which the activity is considered to be a threat and most are managed either with existing Provincial Instruments and/or Risk Management Plan. SDWTs in this area include:

combined



- Sewer discharge and sewage treatment plant bypass discharge to surface water
- Stormwater management
- Industrial effluent discharges
- Application of septage to land
- Application of pesticides
- Application and/or storage of agricultural and non-agricultural source material
- Livestock grazing.

The proponents are encouraged to consult the Essex Region Source Protection Plan (<https://essexregionconservation.ca/wp-content/uploads/2018/03/source-protection-plan.pdf>) and the Essex Region Source Protection Project Manager should any of these activities be required or affected during or as a result of this project. Based on the information provided, these SDWTs appear to be unlikely during or as result of this project and no action is required at this time.

#### Transport Pathways

The EBA and other vulnerable areas are delineated using the best available mapping of drains and other watercourses. The proposed project does not appear to include the creation, relocation or removal of drains and/or other open watercourses and sewers, which could alter the delineation of vulnerable areas in the Essex Region. Should the project plan result in any of the above actions that could affect the delineation of the vulnerable area, the proponent is asked to inform the Essex Region Source Protection Authority.

#### Groundwater

The proposed project area is not within any Significant Ground Water Recharge Areas or Highly Vulnerable Aquifers.

Again, we thank you for the opportunity to provide comments on this project and look forward to hearing more as it progresses.

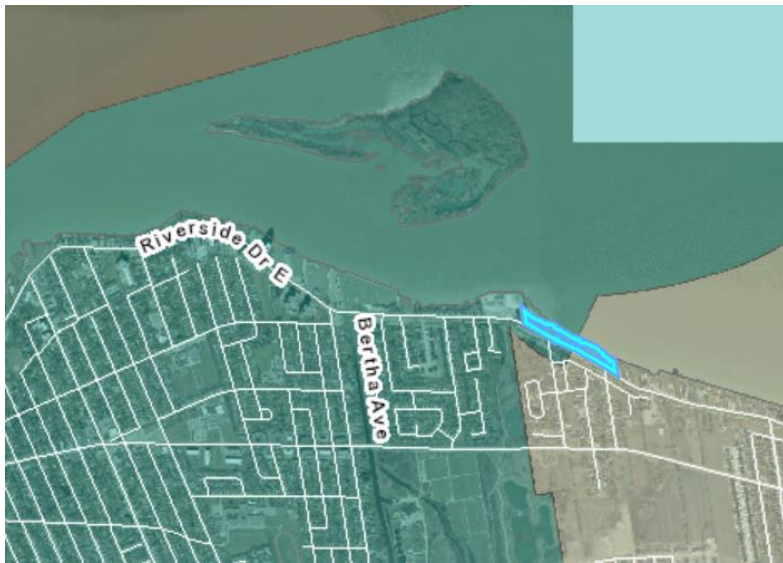
Sincerely,



Katie Stammler, PhD  
Source Water Protection Project Manager

(encl – maps)





Maps showing the location of the proposed works (highlighted with a blue outline) within the Windsor IPZ-2 (top – dark green area) and the Event Based Area (bottom – yellow hatched area)

## Liz Michaud

---

**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - DRAFT Project File

---

**From:** Badali, Mark (MECP) <Mark.Badali1@ontario.ca>

**Sent:** May 17, 2023 11:35 AM

**To:** Liz Michaud <lmichaud@landmarkengineers.ca>

**Cc:** Wilson, Marcelina (MECP) <Marcelina.Wilson@ontario.ca>; Ash, Laura <lash@citywindsor.ca>

**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - DRAFT Project File

Hi Liz,

Thank you for providing these responses to MECP's comments on the Draft Project File Report, to be integrated into the final Report. I have no questions or concerns at this time.

Please ensure that the MECP comments letter dated April 24, 2023 and this correspondence are included in the final Report in order to maintain an accurate record of agency correspondence and consultation.

I look forward to receipt of the final Notice and Report.

Thank you,

**Mark Badali** ([he/him](#)) | Senior Project Evaluator  
Environmental Assessment Program Support | Environmental Assessment Branch  
Ontario Ministry of the Environment, Conservation and Parks  
[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca) | (416) 457-2155

---

**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Sent:** May 11, 2023 2:53 PM

**To:** Badali, Mark (MECP) <[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca)>

**Cc:** Wilson, Marcelina (MECP) <[Marcelina.Wilson@ontario.ca](mailto:Marcelina.Wilson@ontario.ca)>; Ash, Laura <[lash@citywindsor.ca](mailto:lash@citywindsor.ca)>

**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - DRAFT Project File

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

Good Afternoon Mark,

Thank you for providing your comments. I wish to provide the following response to each comment below:

General

- 1) Section 2 pages were accidentally added in again. I apologise for the confusion and it will be fixed in the final report before we publish for public review.

Planning and Policy

- 2) I have updated the project file to include discussion and refence both the PPS and the City of Windsor's Official Plan. The following will be added to Section 3 front end discussion.

### Provincial Policy Statement (PPS)

Section 1.5 of the Provincial Policy Statement discusses the planning considerations for Public Spaces, Recreation, Parks, Trails and Open Spaces. The Preferred Solution supports the policy of creating a healthy and active community by providing public access to the shoreline on the park side and direct access to the water on the beach side. As part of the Preferred Solution, the natural corridor along the west side of the site will be maintained to minimize negative impacts to the existing habitat and maintain access to the water for the native wildlife.

The PPS is also discussed in the SAR Impact Assessment which is included in Section 7 of the project file.

### City of Windsor Official Plan (CWOP)

The City of Windsor's Official Plan outlines how land should be used when considering future development. Similarly to the PPS, the CWOP includes consideration for a sustainable and healthy environment, including providing public access to the waters' edge (Section 3.2.3.2).

The CWOP identifies the project study area land use as 'Waterfront Recreation.' Based on this designation, the Preferred Solution has considered the following planning objectives:

- Protecting and enhancing the quality of the naturalized habitat;
- Mitigating potential impacts to the shoreline and flood-prone areas;
- Providing sufficient flooding and erosion protection;
- Providing the public with access to the shoreline; and,
- Providing the public with safer direct access to the water (swimming beach).

### Indigenous Consultation

- 3) The distribution list has been updated accordingly.
- 4) COTTFN did express interest in attending the AA just a few days before the scheduled date. COTTFN sent a contract to the City to sign. The City's legal department had an issue with one of the clauses in the contract. COTTFN could not resolve the issue with their legal department prior to the date of the one site Stage 2. It was unfortunate that they could not attend, but they did provide a review of the information we sent them. The invoice paid by the City was for their desktop review. More discussion on what transpired will be added to the Project File for clarity.
- 5) Noted.

### Public Consultation

- 6) Discussion has been added to Section 2 of the project file to indicate how the questions were addressed.

### 2.4.1 Public Information Centre Feedback

At the PIC, local property owners and other stakeholders had the opportunity to ask questions and discuss any concerns directly with the project team. Comment sheets were made available at the Public Information Center. Only two comment sheets were filled out and submitted at the PIC.

Below are a few of the frequently asked questions of the Project Team at the PIC:

- When will the construction begin?
- How long will construction take to complete?
- Who will be paying for the improvements?

The Project Team could not provide specific answers to the first two questions as they are largely based on the City's budget. At this time, there is no specific date for construction to commence. Once the EA is complete, detailed design can commence. Prior to construction, approvals will need to be obtained as well. The Project Team estimated that construction would not commence for minimally 1 year following the EA completion.

The City will be paying for the improvements. The City will also look into any available funding or grant money that may be available for flooding and erosion protection projects.

### Species at Risk

- 7) It is intended that the proponent will implement the recommendations made in the Species at Risk Impact Assessment. This statement will be added to the front end of Section 7.

### Surface Water

- 8) A list of mitigation measures were added to Section 3 (3.3.2). See below.

#### 3.3.2 Quality/Erosion Control

The proposed beach areas on the site are predominantly pervious in nature (i.e., grass and sand). As such, the pollutant loading for this particular site is expected to be quite low. Runoff from future paved trails identified in the Master Plan will be directed to the adjacent grass/beach areas. It is intended that the grass areas will be drained via trench drains and/or surface inlets with small drainage tiles outletting into the proposed rock revetment. The designs for any new surface inlets should consider using a pervious bottom to utilize the potentially high percolation rate available in the native sandy soils.

In summary, quality/erosion impacts associated with the preferred solution are expected to be negligible given the following:

- the relatively small size of the proposed impervious areas;
- the indirect discharge of runoff into the adjacent grass/beach areas prior to outletting to the receiver (i.e., Lake St. Clair);
- the relatively low pollutant loading anticipated from the site; and,
- maintenance of the existing stormwater strategy at the site (i.e., no need to add capacity to existing sewers).

To mitigate any potential negative impacts to Lake St. Clair during construction of the shoreline works, the following measures are recommended:

- all rock material should be clean and free of fines to reduce sedimentation;
- all work should be scheduled to avoid wet, windy, and rainy periods; and,
- all equipment on site should be in clean condition and maintained free of fluid leaks and invasive species.

9) Noted.

Please let me know if you have any questions or concerns with the above additions and clarifications to the Project File.

Thank you,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

2280 Ambassador Drive

Windsor, ON, N9C 4E4

p (519) 972-8052

c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Badali, Mark (MECP) <[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca)>

**Sent:** April 24, 2023 11:54 AM

**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Cc:** Wilson, Marcelina (MECP) <[Marcelina.Wilson@ontario.ca](mailto:Marcelina.Wilson@ontario.ca)>; Ash, Laura <[lash@citywindsor.ca](mailto:lash@citywindsor.ca)>

**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - DRAFT Project File

Hi Liz,

In response to the draft Project File Report provided for the Sandpoint Beach Park Shoreline project (Municipal Class EA, Schedule B) being completed by the City of Windsor, please find the ministry's comments attached for your consideration.

Thank you for providing the ministry with an opportunity to comment on the above noted draft Report.

Best regards,

**Mark Badali** ([he/him](#))

Regional Environmental Planner (REP) – Southwest Region

Project Review Unit | Environmental Assessment Branch

Ontario Ministry of the Environment, Conservation and Parks

[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca) | (416) 457-2155

---

**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Sent:** April 19, 2023 12:57 PM

**To:** Badali, Mark (MECP) <[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca)>

**Cc:** Wilson, Marcelina (MECP) <[Marcelina.Wilson@ontario.ca](mailto:Marcelina.Wilson@ontario.ca)>; Ash, Laura <[lash@citywindsor.ca](mailto:lash@citywindsor.ca)>

**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - DRAFT Project File

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

Thank you for the update Mark. Not a problem.

Regards,

Liz Michaud, P.Eng.



**Landmark Engineers Inc.**

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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

---

**From:** Badali, Mark (MECP) <[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca)>

**Sent:** April 19, 2023 12:54 PM

**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Cc:** Wilson, Marcelina (MECP) <[Marcelina.Wilson@ontario.ca](mailto:Marcelina.Wilson@ontario.ca)>; Ash, Laura <[lash@citywindsor.ca](mailto:lash@citywindsor.ca)>

**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - DRAFT Project File

Hi Liz,

I wanted to share an update on the ministry's review of the draft Project File Report for the Sandpoint Beach Park Shoreline Class EA.

Unfortunately due to unforeseen capacity issues for the ministry's technical reviewers, I anticipate that the earliest I will be able to return MECP comments on the draft Report is **Monday, April 24<sup>th</sup>**, 2023. I apologize for any inconvenience that this unexpected delay causes.

Best regards,

**Mark Badali** ([he/him](#))

Regional Environmental Planner (REP) – Southwest Region

Project Review Unit | Environmental Assessment Branch

Ontario Ministry of the Environment, Conservation and Parks

[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca) | (416) 457-2155

---

**From:** Badali, Mark (MECP)

**Sent:** March 20, 2023 4:16 PM

**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Cc:** Wilson, Marcelina (MECP) <[Marcelina.Wilson@ontario.ca](mailto:Marcelina.Wilson@ontario.ca)>; Ash, Laura <[lash@citywindsor.ca](mailto:lash@citywindsor.ca)>

**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - DRAFT Project File

Good afternoon Liz,

Thank you for providing this draft Project File Report of the above-noted Class EA project for the ministry's consideration, in advance of the final Notice of Completion. I was able to successfully download the 372-page PDF report.

I will coordinate the ministry's review and aim to return any comments that we may have within 30 days.

Best regards,

**Mark Badali** ([he/him](#))

Regional Environmental Planner (REP) – Southwest Region  
Project Review Unit | Environmental Assessment Branch  
Ontario Ministry of the Environment, Conservation and Parks  
[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca) | (416) 457-2155

---

**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Sent:** March 20, 2023 4:10 PM

**To:** Badali, Mark (MECP) <[Mark.Badali1@ontario.ca](mailto:Mark.Badali1@ontario.ca)>

**Cc:** Wilson, Marcelina (MECP) <[Marcelina.Wilson@ontario.ca](mailto:Marcelina.Wilson@ontario.ca)>; Ash, Laura <[lash@citywindsor.ca](mailto:lash@citywindsor.ca)>

**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - DRAFT Project File

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

Good Afternoon Mark,

In the acknowledgment letter received on November 9, 2022 it was noted that MECP should be given 30 days to review the file prior to the public 30-day review period. Per your request, we are pleased to submit a DRAFT copy of our Project File for the Sandpoint Beach Park Shoreline Class EA. Due to the file size, the file can be downloaded by using this link : <https://spaces.hightail.com/receive/cSpS0j8nJq>

The link will be active for 7 days. Please let me know if you have any issues downloading the file.

Upon completion of the Ministry's review, we intend to issue the Notice of Completion.

Regards,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

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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  
Toronto ON M4V 1P5  
**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*

April 24, 2023

Liz Michaud, P.Eng.  
Landmark Engineers Inc.  
lmichaud@landmarkengineers.ca

**Re: Sandpoint Beach Park Shoreline  
City of Windsor  
Municipal Class Environmental Assessment – Schedule B  
Project Review Unit Comments – Draft Project File Report**

Dear Liz Michaud,

Thank you for providing the ministry with an opportunity to comment on the draft Project File Report (Report) for the above noted Class Environmental Assessment (EA) project. Our understanding is that in order to address issues of flood erosion/protection and public safety at Sandpoint Beach Park while maintaining its function and public access to Lake St. Clair, the City of Windsor (the proponent) has determined that the preferred alternative includes relocating the beach to the east side of the main facilities building by removing the existing steel sheet pile walls at that location and installing new rock revetments at the current beach location on the west half of the site, in addition to other shoreline improvements. The Ministry of the Environment, Conservation and Parks (ministry) provides the following comments for your consideration.

#### **General**

- 1) Section 2 of the Report (pages 32-35 of the PDF file) is repeated in section 4 (pages 78-81 of the PDF file). It is unclear if this is intentional because section 2 documents the Public Consultation Process and section 4 documents the Distribution List and Communication Inventory, but regardless it is confusing in terms of report formatting because the headers of section 4 still use the titles "*Section 2 Public Consultation Process*".

## **Planning and Policy**

- 2) Although the Provincial Policy Statement (PPS), 2020 is discussed in the context of Species at Risk (SAR) within the third-party SAR Impact Assessment included in section 7.0 of the Report, a broader discussion of the provincial and municipal planning and policy context is missing from the Report. As noted in Section C.1.1 of the Municipal Class EA document (<https://municipalclassea.ca/manual/page45.html>), the PPS and municipal Official Plans are a key consideration for identifying land-use planning objectives and evaluating alternative solutions in Phase 2 of the Class EA process. The ministry recommends revising the Report to include a discussion of the PPS.

## **Indigenous Consultation**

- 3) The letter from Chippewas of the Thames First Nation (COTTFN) sent May 5, 2022, included in section 5 of the Report (page 184 of the PDF file), is not documented in the First Nations - Distribution List & Communications Inventory also included in that section. The inventory should be revised accordingly.
- 4) The letter from COTTFN sent May 5, 2022 indicates that the community was prepared to have an Archaeology Field Liaison participate in the Stage 2 Archaeology Assessment (AA) on their behalf. The letter also documents that COTTFN provided the proponent's consultant with an invoice. However, the Report does not indicate how the proponent responded to the letter and whether COTTFN participated in the Stage 2 AA. Section 2 and/or section 5 should be revised with this information to improve traceability of consultation. Please make sure to include any follow-up emails or phone calls with communities in the record of consultation and be prepared to provide the record of consultation to Ontario on request.
- 5) The proponent should continue to engage with all communities that have been engaged with to date as the Class EA process proceeds.

## **Public Consultation**

- 6) Section 2.4.1 of the Report notes a few of the frequently asked questions raised during the public consultation process. The Report should include a summary of how these public concerns have been addressed through the planning process in order to best meet the requirements of the Municipal Class EA document, particularly Section A.4.1 (available online at <https://municipalclassea.ca/manual/page30.html>), which requires that the project file for Schedule B projects explain, "*...the public consultation program employed and how concerns raised have been addressed.*"

## **Species at Risk**

- 7) Section 7.0 of the Report indicates that the third-party who completed the Species at Risk Impact Assessment recommended mitigation measures to be implemented during construction to protect the identified species at risk and their habitats. The Report should more directly state which of these mitigation measures the proponent will employ during the implementation phase of the project.

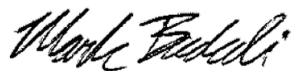
## Surface Water

- 8) As is described in Section A.2.3 of the Municipal Class EA parent document, Phase 2 of the Schedule B planning process involves identification of mitigating measures with respect to negative effects of the project. Further to section 3.3 of the Report, given that this undertaking will require in- and near-water works, the Report should be revised to include a discussion of potential construction impacts to nearby surface water bodies, an assessment of the magnitude of the net positive and negative effects, and consideration of any required mitigation measures as a result of the preferred alternative.
  - 9) Stormwater management is typically a municipal requirement with the works approved by the ministry. Section 3.3 of the Report states that no further stormwater management works are anticipated to be needed beyond what currently exists at the study area. Should this be approved by the municipality then no further comment is necessary from the ministry.
- 

Thank you for circulating this draft Report for the ministry's consideration. Please document the provision of the draft Report to the ministry as well as this Project Review Unit Comments letter in the final report, and please provide an accompanying response letter to support our review of the final report. A copy of the final Notice should be sent to the ministry's Southwest Region EA notification email account ([eanotification.swregion@ontario.ca](mailto:eanotification.swregion@ontario.ca)).

Should you or any members of your project team have any questions regarding the material above, please contact me at [mark.badali1@ontario.ca](mailto:mark.badali1@ontario.ca).

Sincerely,



Mark Badali  
Regional Environmental Planner  
Project Review Unit, Environmental Assessment Branch  
Ontario Ministry of the Environment, Conservation and Parks

cc Marcelina Wilson, Supervisor, Windsor Area Office, MECP  
Laura Ash, P.Eng., City of Windsor

# SANDPOINT BEACH PARK SHORELINE CLASS ENVIRONMENTAL ASSESSMENT



## NOTICE OF STUDY COMPLETION

The City of Windsor has now completed a study of the Sandpoint Beach Park shoreline in order to assess possible shoreline modifications that would address public safety concerns, while improving and/or maintaining flood and erosion protection. The study has been completed under Schedule B of the Municipal Class Environmental Assessment which is an approved process under the Environmental Assessment Act.

Subject to comments received as a result of this Notice and receipt of necessary approvals, the City of Windsor may proceed with implementation of the Preferred Solution of the project.

All of the project information is being made available for review online and can be found at the website below or by scanning the QR code here:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>



The website contains links to view the Project File, which contains all information regarding the project to date. If you do not have access to the internet, please contact Landmark Engineers Inc. at the address below to make arrangements to review a hard copy.

Interested persons may provide written comment to our project team by February 7th, 2024. All comments and concerns should be sent directly to Ms. Liz Michaud, P.Eng. at Landmark Engineers Inc.

In addition, a request may be made to the Ministry of the Environment, Conservation and Parks (Ministry) for an 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 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 or by email to:

**Minister of the Environment, Conservation and Parks**  
Ministry of Environment, Conservation and Parks  
777 Bay Street, 5th Floor  
Toronto ON M7A 2J3  
[minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)

# SANDPOINT BEACH PARK SHORELINE CLASS ENVIRONMENTAL ASSESSMENT



and

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

Requests should also be copied to Landmark Engineers Inc. by mail or by e-mail. Please visit the Ministry's website for more information on requests for orders under section 16 of the Environmental Assessment Act at: <https://www.ontario.ca/page/class-environmentalassessments-part-ii-order>.

All personal information included in your request – such as name, address, telephone number and property location – is collected, under the authority of section 30 of the Environmental Assessment Act and is collected and maintained for the purpose of creating a record that is available to the general public. As this information is collected for the purpose of a public record, the protection of personal information provided in the Freedom of Information and Protection of Privacy Act (FIPPA) does not apply (s.37). Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential.

**Landmark Engineers Inc.**  
Ms. Liz Michaud, P.Eng.  
2280 Ambassador Drive  
Windsor, Ontario N9C 4E4  
(519) 972-8052  
lmichaud@landmarkengineers.ca

**City of Windsor**  
Ms. Laura Ash, P.Eng.  
2450 McDougall St.  
Windsor, Ontario N8X 3N6  
(519) 253-2300 Ext. 2735  
lash@citywindsor.ca

This Notice issued 8 January 2024.

## Liz Michaud

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**From:** Liz Michaud  
**Sent:** January 10, 2024 12:51 PM  
**To:** Peter Berry  
**Cc:** Ash, Laura  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Completion

Good Afternoon Peter,

Thank you for taking the time to review the Project File and for providing your comments and suggestions. A copy of your e-mail will be filed as part of the comments pertaining the study and will become part of the final Project File. I have also copied Laura Ash (City representative on this project) so that she may forward to others in the organization who may better answer your concerns with items not pertaining to the EA (i.e., fence issues and signed agreement).

Regarding the docking and safety issues, this was discussed as part of the Maser Plan. We did meet with Southwest Sales and got to see where the tie off points were located. The fishing pier will be oriented so that it would not interfere with the tie lines or ship docking. As well, the pier will be located on the shallow 'shelf' that would not be part of the navigable water area. Our own company water craft could not even venture that close to land due to the lack of drafting depths. The exact location and size of this pier would be determined during detailed design, it is just a schematic at this point. There may also be other safety measures put in place - like locking the pier during loading times. All of this would be worked out prior to construction.

Thank you,

Liz Michaud, P.Eng.



**Landmark Engineers Inc.**

2280 Ambassador Drive

Windsor, ON, N9C 4E4

p (519) 972-8052

c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

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**From:** Peter Berry <[pberry@portwindsor.com](mailto:pberry@portwindsor.com)>  
**Sent:** January 9, 2024 5:48 PM  
**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Completion

Good day Liz

The report is posted today. An exhaustive and thorough report. My comments are based on safety and security and I have no concerns with the environmental aspects of the report.

There was no mention of navigation issues. The extent of the fishing pier and the location of the walkway on the west side should consider that ship's lines will cross that area out on the water up the bank to the stone dock. Stern loader vessel often has their bows past the last outcrop of rock

on the east side of the dock and lines come back to mooring chains on the top of the embankment. When designs are being drawn, I recommend consultation with the Port to ensure a life safety hazard is not created as well as impediment to the vessel mooring to offload. A ships line that snapped has incredible force and will cause catastrophic harm or even death.

I agree with a fishing pier to keep the fishers with hip waders from going into the water there. It needs to be built in a fashion to prevent persons from walking into the water there, no obstruction to ship's lines or put people in the area of the lines and provide sufficient curvature to prevent the build up of ice and debris. If we see the water levels that are forecasted in the next 10 years then we will see ice buildup too. A design to move the ice and current along the front the dock would work well.

Additionally, the dock has a federally legislated requirement under the Marine Transportation Security Act to maintain security on the site. The present fencing (installed by City of Windsor likely over 25 years ago) along the beach property line with the dock is in poor condition and I would hope would be replaced by the City as part of the project to maintain security into the wildlife area as well as to entrance into the restricted facility. This past summer and fall I requested the city to clear the fence line of vegetation due to persons gaining access to the dock area by climbing over the covered fence. It also was used as cover for several homeless encampments that used it as an area to live and again break into the dock easily.

The fence is only 4-5 ft and covered in vines and fallen trees was an easy climb obstructing the lines of sight that Transport Canada would require the dock to maintain. If it were a taller fence along that side and maintained to remain clear of vegetation on the fence itself, it would not be a further issue nor affect the security of the operation and moored vessels. Every marine facility must meet the requirements and are subject to audit every five years to maintain their certificate of compliance with Transport Canada.

While, we encourage the wildlife and vegetation area, it needs to be better managed in regards to removing garbage, encampments and the fact it has been used as a resting place for dirty sand and debris pushed from the beach. This debris and dumping were done by City work crews over the past several years. It has been the site of beach fires too as it provides coverage. I have cleaned up in there several times this year and the garbage keeps coming back as persons use it for a party place. Important to not only make it a natural zone but ensure there is an ongoing surveillance and maintenance plan to ensure humans (that don't pay attention to signage without enforcement) are not able to easily access.

Finally, I did not see any note that Transport Canada and Windsor Port Authority as also portions of the sand beach and the naturalized area as well as the frontage and water lots. We still have not received the signed License of Occupation from the City of Windsor legal. We signed our copy and sent it 3 months ago but no response.

Should you have any questions please do not hesitate to contact me.



**Peter Berry**

Harbour Master/ Capitaine de Port  
Chief Operating Officer/ Chef de l'exploitation

**Windsor Port Authority/ Administration Portuaire de Windsor**

office/bureau (519) 258-5741 ext 211

cell (519) 562-3032

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





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**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Sent:** Monday, January 8, 2024 4:41 PM  
**To:** Peter Berry <[pberry@portwindsor.com](mailto:pberry@portwindsor.com)>  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Completion

Good Afternoon,

It was suppose to be up today – there must have been an issue with the website update. Please check again tomorrow.

Thank you,

**Liz Michaud, P.Eng.**  
Landmark Engineers Inc.  
p (519) 972-8052  
c (519) 999-8052

---

**From:** Peter Berry <[pberry@portwindsor.com](mailto:pberry@portwindsor.com)>  
**Sent:** January 8, 2024 4:38 PM  
**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Completion

Hi Liz

When will the EA report be available for review?



**Peter Berry**  
Harbour Master/ Capitaine de Port  
Chief Operating Officer/ Chef de l'exploitation  
  
**Windsor Port Authority/ Administration Portuaire de Windsor**  
office/bureau (519) 258-5741 ext 211  
cell (519) 562-3032  
[www.portwindsor.com](http://www.portwindsor.com)



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**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Sent:** Monday, January 8, 2024 4:08 PM  
**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Completion

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), this letter is to advise you that the Class EA for the Sandpoint Beach Park Shoreline has now been completed. Attached is a copy of the Notice of Study Completion.

All of the project information is being made available for review online and can be found at the website here:  
<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

Subject to comments received as a result of this Notice, and the receipt of necessary approvals, the City of Windsor may proceed with the design and construction of the shoreline works.

Regards,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

2280 Ambassador Drive

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e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

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## Liz Michaud

---

**From:** Liz Michaud  
**Sent:** January 12, 2024 5:24 PM  
**To:** mamcanada (null)  
**Subject:** Re: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Completion

Good Evening Mary-Anne,

Thank you for taking the time to review the EA documents. The EA pertains only to the shoreline improvements. The volleyball courts are included in the overall Park Master Plan concept.

Have a good weekend,

Liz Michaud P.Eng.  
Landmark Engineers Inc.

Sent from my iPhone

On Jan 12, 2024, at 4:02 PM, mamcanada (null) <mamcanada@aol.com> wrote:

Hi Liz  
I don't see a volleyball court in the plan. Is it still a go?  
Thanks  
Mary-Anne

Sent from my iPad

On Jan 8, 2024, at 11:49 AM, Liz Michaud <lmichaud@landmarkengineers.ca> wrote:

Good Morning,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), this letter is to advise you that the Class EA for the Sandpoint Beach Park Shoreline has now been completed. Attached is a copy of the Notice of Study Completion.

All of the project information is being made available for review online and can be found at the website here:

<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

Subject to comments received as a result of this Notice, and the receipt of necessary approvals, the City of Windsor may proceed with the design and construction of the shoreline works.

Regards,

**Liz Michaud, P.Eng.**

<image001.jpg>

**Landmark Engineers Inc.**

2280 Ambassador Drive

Windsor, ON, N9C 4E4

p (519) 972-8052

c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

<21-050 Notice of Completion (8Jan24).pdf>

## Liz Michaud

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**From:** Macki, Monika (MECP) <Monika.MacKi@ontario.ca>  
**Sent:** January 15, 2024 3:52 PM  
**To:** Liz Michaud  
**Cc:** Badali, Mark (He/Him) (MECP)  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Completion

The ministry has reviewed the final Project File Report for the Sandpoint Beach Park Shoreline project (Municipal Class EA, Schedule B) with respect to our mandate.

Just an observation that the project file is labelled as a “DRAFT” on the website. I am not sure if this was intentional, if you are planning to change it to “FINAL” once the comment period is done.

Please continue reaching out to the Indigenous communities engaged with to date if there are any substantial changes to the project/process or if the proponent is applying for subsequent permits from the ministry that may be of interest or concern to communities. We recommend that the proponent include the record of engagement with any subsequent applications to the ministry to help in our review of those applications.

MECP has no further concerns or comments at this time.

Thank you for the opportunity to review and comment on this Class EA project.

### Monika Macki

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

---

**From:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Sent:** Monday, January 8, 2024 4:08 PM  
**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Notice of Completion

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

Good Afternoon,

In accordance with the approved procedures contained in the Municipal Class Environmental Assessment (EA), this letter is to advise you that the Class EA for the Sandpoint Beach Park Shoreline has now been completed. Attached is a copy of the Notice of Study Completion.

All of the project information is being made available for review online and can be found at the website here:  
<https://www.citywindsor.ca/residents/parksandforestry/Parks-Development/park-improvement-open-houses/Pages/Sandpoint-Beach-Park-Master-Plan-and-Environmental-Assessment.aspx>

Subject to comments received as a result of this Notice, and the receipt of necessary approvals, the City of Windsor may proceed with the design and construction of the shoreline works.

Regards,

Liz Michaud, P.Eng.



**Landmark Engineers Inc.**

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c (519) 999-8052

f (519) 972-8644

e-mail [lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

## Liz Michaud

---

**From:** Alicia Good <AGood@erca.org>  
**Sent:** February 5, 2024 1:13 PM  
**To:** Liz Michaud  
**Subject:** ERCA Comments for Sandpoint Beach EA  
**Attachments:** ERCA Comments for Sandpoint Beach EA.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good afternoon Liz,  
Please find attached ERCA's comments for the Sandpoint Beach Park Shoreline Class Environmental Assessment.  
Please note there is no fee requested for these comments.  
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.)



planning@erca.org

P.519.776.5209

F.519.776.8688

360 Fairview Avenue West  
Suite 311, Essex, ON N8M 1Y6

February 05, 2024

**Ms. Liz Michaud, P. Eng.**

Landmark Engineers Inc.  
2280 Ambassador Drive  
Windsor, ON N9C 4E4  
lmichaud@landmarkengineers.ca

Dear Ms. Liz Michaud,

RE: Sandpoint Beach Park Shoreline Class Environmental Assessment

0 Riverside Drive East  
ARN: 373906045002300  
PIN: 010540416

Thank you for circulating our office with the Sandpoint Beach Park Shoreline Class Environmental Assessment. The following comments reflect our review of the provided report.

We understand that Landmark Engineers was retained by the City of Windsor to develop a Park Master Plan for the Sandpoint Beach Park. Through the Master Plan process, an overall Concept Plan was developed that included potential shoreline improvements, triggering the Municipal Class Environmental Assessment (MCEA) process.

The Preferred Solution includes the following shoreline improvements at Sandpoint Beach Park:

- Removal of the existing steel sheet pile walls east of the main facilities building;
- Relocation of the Beach to the east side of the existing building;
- New rock revetments along the west half of the site;
- A new rock promontory in front of the existing building;
- A new rock promontory to separate the new beach from the existing Stop 26 beach;
- Site grading to maintain a minimum flood protection elevation along the entire site;
- A pile-supported fishing pier;
- An enhanced naturalized corridor with connection to the water west of the pier;
- Construction of a berm.

**NATURAL HAZARDS AND REGULATORY RESPONSIBILITIES UNDER THE CONSERVATION AUTHORITIES ACT, O. REG 686/21, PPS**

The following comments reflect ERCA's role in protecting people and property from the threats of natural hazards and regulating



February 05, 2024

development hazards lands under Section 28 of the *Conservation Authorities Act*.

The above noted lands are subject to our Development, Interference with Wetlands and Alteration to Shorelines and Watercourses Regulation under the *Conservation Authorities Act* (Ontario Regulation No. 158/06). The parcel falls within the regulated area of Lake St. Clair. The property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration or other activities affected by Section 28 of the *Conservation Authorities Act*.

Our office advises that should any development that increases the imperiousness of the study area be proposed, that a stormwater management plan be completed to the satisfaction of the City of Windsor. We do not require further consultation on this file with respect to stormwater management.

### **FINAL RECOMMENDATION**

As noted above, the property owner will be required to obtain a Permit from the Essex Region Conservation Authority prior to any construction or site alteration. We do not require further circulation on this project with respect to stormwater management.

If you have any questions or require any additional information, please contact the undersigned.

Sincerely,



Alicia Good

*Watershed Planner*

/ag



**Ministry of Citizenship  
and Multiculturalism**

Heritage Planning Unit  
Heritage Branch  
Citizenship, Inclusion and  
Heritage Division  
5th Flr, 400 University Ave  
Tel.: 416-305-0757

**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.: 416-305-0757



February 7, 2024

EMAIL ONLY

Liz Michaud, P.Eng.  
Landmark Engineers Inc.  
2280 Ambassador Drive  
Windsor, ON N9C 4E4  
[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

**MCM File** : **0018072**  
**Proponent** : **City of Windsor**  
**Subject** : **Municipal Class Environmental Assessment – Schedule B – Notice  
Completion**  
**Project** : **Sandpoint Beach Park Shoreline**  
**Location** : **City of Windsor**

---

Dear Liz Michaud,

Thank you for providing the Ministry of Citizenship and Multiculturalism (MCM) with the Notice of Completion and Project File Report (PFR, dated January 2024, prepared by Landmark Engineers Inc.) for our review and comment.

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

**Project Summary**

The City of Windsor has completed a study of the Sandpoint Beach Park shoreline in order to assess possible shoreline modifications that would address public safety concerns, while improving and/or maintaining flood and erosion protection. The study has been completed under Schedule B of the Municipal Class Environmental Assessment (MCEA) which is an approved process under the *Environmental Assessment Act*.

**Comments**

We have reviewed the above-referenced PFR and find that cultural heritage due diligence has yet to be fully document for the proposed project. We have the following comments and recommendations.

*Archaeological Resources*

Our records indicate that three archaeological assessments (AAs) have been undertaken for the proposed project:

- A Stage 1 AA (under Project Information Form (PIF) number P058-2079-2022). The report has been submitted to MCM and is awaiting review.
- A Stage 2 AA (under PIF number P058-2108-2022). The report has been submitted to MCM and is awaiting review.
- A Stage 1 marine AA (under Marine License number P378) was submitted to MCM and has been entered into the Ontario Public Register of Archaeological Reports.

The Stage 1 marine AA concluded that there remains potential for deeply buried archaeological resources within the study area, and that further assessment(s) should be undertaken if work extending 1 m or greater is anticipated. *Section 3.7* of the PFR states that a Stage 2 marine AA will be required to address archaeological potential in an area where a fishing pier will be constructed.

Please note that archaeological concerns have not been fully addressed until reports have been entered into the Ontario Public Register of Archaeological Reports, where those reports recommend that:

1. the archaeological assessment of the project area is complete and
2. all archaeological sites identified by the assessment are either of no further cultural heritage value or interest (as per Section 48(3) of the Ontario Heritage Act) or that mitigation of impacts has been accomplished through excavation or an avoidance and protection strategy.

Proponents should wait to receive the MCM's review letter indicating that the report(s) has been entered into the Register before issuing a decision or proceeding with any ground disturbing activities.

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

MCM's *Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes* was completed to assess the study area. A copy of the completed checklist is included in *Section 6* of the PFR. The completed checklist indicates that the subject lands are within a Canadian Heritage River watershed (i.e., Detroit River) and contain buildings or structures that are 40 or more years old. Therefore, a Cultural Heritage Evaluation Report (CHER) was required to be completed for this project.

*A Technical Memorandum and Professional Opinion Respecting Potential Direct and Indirect Impacts to Cultural Heritage Resources* ("Technical Memorandum," dated February 13, 2023, and prepared by Amick Consultants) is included in *Section 6* of the PFR. The Technical Memorandum does not fulfill the requirements of a CHER.

We have attached a table with detailed comments and recommended revisions to help ensure cultural heritage due diligence and alignment with the legislative framework.

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

Sincerely,

Erika Leclerc  
Heritage Planner  
[erika.leclerc@ontario.ca](mailto:erika.leclerc@ontario.ca)

Copied to: Laura Ash, City of Windsor  
Karla Barboza, Team Lead – Heritage Planning, MCM  
Joseph Harvey, Heritage Planner, MCM  
EA Notices to Southwest Region, MECP, [eanotification.swregion@ontario.ca](mailto:eanotification.swregion@ontario.ca)

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*.

Comment #	Reference to PFR	Comments & Rationale	Proposed Action/Solution
1.	Section 1.2.3 – Social/Economic Environment (PDF p.12)	<p>Cultural heritage resources include:</p> <ul style="list-style-type: none"> <li>• archaeological resources;</li> <li>• built heritage resources; and</li> <li>• cultural heritage landscapes.</li> </ul> <p>To align with the current legislative framework, we recommend revising the sub-headings in this section.</p> <p>Furthermore, this section indicates that Amick Consultants Limited produced a report on “Built Heritage/Cultural Heritage.” This section will need to be revised based on our comments on a CHER (and the Technical Memorandum).</p>	<p>Revision to report. See recommended edits below.</p> <p><del>Archaeological Potential</del> <b>Archaeological Resources</b></p> <p><del>Built Heritage/Cultural Heritage</del> <b>Built Heritage Resources and Cultural Heritage Landscapes</b></p>
2.	Section 3.7 – Approvals and Next Steps (PDF p.74)	<p>The title of this section should be revised.</p> <p>We also recommend further edits to this section to align with the Stage 1 marine AA, and to clarify the timeline of the Stage 2 marine AA.</p>	<p>Revision to report. See recommended edits below.</p> <p><del>“Approvals and Next Steps</del> <b>Permits, Approvals and Other Legislative Requirements”</b></p> <p><del>“The nearshore area has been cleared of Archaeological potential for any works that will be infilling or disrupting less than 1m below the river bottom. There remains potential for deeply buried archaeological sites in the study area. Per the recommendations of the Stage 1 marine (underwater) archaeological assessment, any work extending 1 m or greater below current grade in the study area should only be undertaken after a marine (underwater) archaeological assessment of the study area has cleared the potential for deeply buried archaeological sites. In order to construct the fishing pier, a Stage 2 marine (underwater) archaeological assessment will be required in order address archaeological potential in the area where piles will be driven to support the pier. The assessment will be carried out by an archaeologist licensed under the Ontario Heritage Act, as early as possible</del></p>

Comment #	Reference to PFR	Comments & Rationale	Proposed Action/Solution
			during detailed design, and prior to any ground disturbing activities.”
3.	Section 6 – Cultural Heritage (PDF p. 210)	<p>We recommend edits for clarity and to align terminology with the current legislative framework.</p> <p>In addition, there seems to be pages missing from the attached <i>Criteria for Evaluating Marine Archaeological Potential</i>. We recommend re-attaching the document to include the checklist portion.</p>	<p>Revision to report. Please see suggested edits below.</p> <p><del>“This section of the Project File contains all of the completed checklists required by the Ontario Ministry of Citizenship &amp; Multiculturalism. The Ontario Ministry of Citizenship and Multiculturalism (MCM)’s checklists titled <i>Criteria for Evaluating Marine Archaeological Potential</i> and <i>Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes</i> were completed to assess the study area. The completed checklists are included in this section of the Project File, along with the supporting documentation for each. A summary of each assessment</del> <b>technical cultural heritage study undertaken to assess the study area</b> has been included below.”</p>
4.	Section 6.1 – Archaeological Assessments (PDF p.210)	We recommend including a statement regarding the potential discovery of undocumented archaeological resources or human remains.	<p>Revision to report. Please see suggested text.</p> <p>“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>.</p> <p>The <i>Funeral, Burial and Cremation Services Act</i>, 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</p>

Comment #	Reference to PFR	Comments & Rationale	Proposed Action/Solution
			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> .”
5.	Section 6.1.1 – Stage 1 Archaeological Background Study (PDF p. 210)	<p>This section should specify the PIF number (P058-2079-2022) and status of the AA report (awaiting MCM review).</p> <p>As mentioned in our cover letter, please note that archaeological concerns have not been fully addressed until reports have been entered into the Ontario Public Register of Archaeological Reports, where those reports recommend that:</p> <ol style="list-style-type: none"> <li>1. the archaeological assessment of the project area is complete and</li> <li>2. all archaeological sites identified by the assessment are either of no further cultural heritage value or interest (as per Section 48(3) of the <i>Ontario Heritage Act</i>) or that mitigation of impacts has been accomplished through excavation or an avoidance and protection strategy.</li> </ol> <p>Proponents should wait to receive the MCM's review letter indicating that the report(s) has been entered into the Register before issuing a decision or proceeding with any ground disturbing activities.</p> <p>MCM may have additional comments on this section once the Stage 1 and Stage 2 AAs have been entered into the Register.</p>	Revision to report.

Comment #	Reference to PFR	Comments & Rationale	Proposed Action/Solution
6.	Section 6.1.2 – Stage 2 Archaeological Assessment (PDF p.210)	<p>This section should also specify the PIF number (P058-2108-2022) and status of the AA report (awaiting MCM review).</p> <p>In addition, please see comment #5 above.</p>	Revision to report.
7.	Section 6.1.3 - Marine Archaeological Assessment (PDF p.211)	<p>We suggest specifying the Marine License number (P378) and status of the AA (entered into the Ontario Public Register of Archaeological Reports).</p> <p>This section states that “In discussion with the Ministry of Citizenship and Multiculturalism (MCM), it was agreed that a Stage 1 assessment would be sufficient to satisfy the requirements of the EA.”</p> <p>Please note that proponents should always follow the recommendations of AAs, including regarding the need for further assessment(s).</p> <p>Further, the summary of the AA findings indicates that “any work extending 1 m or greater below current grade [...]in the study area, should only be undertaken after an Underwater Archaeological Assessment of the study area has been cleared and the potential for deeply buried archaeological site.”</p> <p>While this section of the PFR does not mention whether the need for future assessment(s) is anticipated, Section 3.7 indicates that a Stage 2 marine AA will be required to address archaeological potential in an area where a fishing pier will be constructed. We recommend clarifying in this section (6.1.3) as well.</p>	<p>Revision to report. See suggested text below:  “A Stage 1 marine archaeological assessment was undertaken on [date] by [consultant archaeologist –] for [study area]. The Stage 1 marine archaeological assessment (under marine licence number [x]) has been entered into the Ontario Public Register of Archaeological Reports and is included in this section of the Project File.”</p> <p>[Then include the outcomes and recommendations of the report, as described in the Executive Summary. Please do not summarize.]</p>

Comment #	Reference to PFR	Comments & Rationale	Proposed Action/Solution
8.	<p><i>Section 6.2 – Cultural Heritage Assessment</i> (PDF p. 211)</p> <p>and the following attached documents:</p> <p><i>Technical Memorandum</i> prepared by Amick Consultants Limited (PDF p.289-290)</p> <p>Completed copy of MCM's <i>Criteria for Evaluating Potential for Built Heritage Resources and Cultural Heritage Landscapes</i> (PDF p.273-280)</p>	<p>To align with the legislative framework, we recommend editing the title as follows:  <b>Cultural Heritage Assessment of Potential for Built Heritage Resources and Cultural Heritage Landscapes.</b></p> <p><i>Furthermore, Section 6.2 of the PFR should clarify the results of the checklist, which indicates that the proponent responded “yes” to the following:</i></p> <ul style="list-style-type: none"> <li>• Part B, Question 4c) “[the study area] is in a Canadian Heritage River watershed?”</li> <li>• Part B, Question 4d) “[the study area] contains buildings or structures that are 40 or more years old?”</li> </ul> <p>In addition, there is information missing from the Technical Memorandum completed by Amick Consultants Limited. To document that due diligence has been undertaken, we recommend including the following:</p> <ul style="list-style-type: none"> <li>• Supporting documentation/evidence to clarify how the area was assessed (was the City contacted, did the proponent/consultant check the Municipal Heritage Register, etc.) <ul style="list-style-type: none"> <li>○ Note that a property adjacent to the study area (10150 Riverside Drive) is on the register. The report should articulate whether there could be direct or indirect impacts.</li> </ul> </li> <li>• Photographs of the existing conditions, buildings, and/or structures within the study area.</li> <li>• A clear explanation as to why the buildings and/or structures onsite (particularly those that are 40 or more years old) do or do not</li> </ul>	<p>Completion of a CHER (as per the screening checklist). We offer the following additional advice:</p> <p><b>Recommended Outline for CHERs</b></p> <p>Executive Summary (1–2-page maximum) – This section is the summary of the evaluation. It describes the arguments for or against the identification of a property as having cultural heritage value or interest and recommended next steps.</p> <ol style="list-style-type: none"> <li>1. Introduction – This section sets out the context for the report and provides a brief overview of how and why the research was undertaken and who was engaged and/or consulted in the process.</li> <li>2. Description of the Property – This section provides an overview of the location of the property and a description of its type (e.g., a farm, a mine site, a transportation route, park, etc.) along with a description of the primary features, buildings, and/or structures on the property. The description also includes any current heritage recognition (e.g., included on the municipal register of heritage properties, national historic site, etc.) and whether the property is considered a single property, district or part thereof, or a landscape.</li> <li>3. Research – This section describes what type of research was undertaken for the property and why. It records the findings of the research in a logical and chronological order and uses maps, photographs, illustrations, etc. to augment the information. It evaluates the property’s integrity and cross-references the results of the community input, comparative studies, and any archaeological reports or the need to identify any archaeological potential. This section identifies in detail the findings and summarizes those finding in reference to the value and attributes identified for the property and the themes and sub-themes as they related to the municipality’s historic context.</li> </ol>

Comment #	Reference to PFR	Comments & Rationale	Proposed Action/Solution
		<p>possess potential for cultural heritage value or interest.</p> <ul style="list-style-type: none"> <li>• Clarification regarding whether any built/landscape heritage attributes are present related to the Detroit River (a Canadian Heritage River) and whether any impacts are anticipated.</li> </ul> <p>We also recommend removing the text in <i>Section 6.2</i> of the PFR which refers to archaeological resources. These have been addressed in other sections of the report and do not fall under the same category as built heritage resources/cultural heritage landscapes in the legislative framework.</p>	<ol style="list-style-type: none"> <li>4. Community Engagement – This section outlines what, when, and how community input was undertaken as part of the research methodology for the property. It also outlines the process used to determine the outcomes of the community input exercise(s) and describes the results.</li> <li>5. Evaluation – This section describes how the criteria in Ontario Regulation 9/06 were applied to determine the property’s cultural heritage value or interest, if any. It presents a rationale supporting why each criterion was met or not met, and list describes the attributes that support or contribute to the property’s cultural heritage value or interest, if any.</li> <li>6. Conclusion – The conclusion summarizes whether the information and evaluation against the criteria was sufficient to determine cultural heritage value or interest for the property.</li> <li>7. Draft Statement of Cultural Heritage Value – This section, when required, provides a brief description of the property and a written summary of the cultural heritage value of the property and identifies its level of significance. It describes the heritage attributes that support the cultural heritage value and that need to be conserved in order to protect the significance of the heritage property.</li> </ol> <p>Appendices</p> <ul style="list-style-type: none"> <li>• Appendix A: References/ Bibliography – Provide a list of all sources used (whether referenced or not) in the process of researching.</li> <li>• Appendix B: Supplementary Documentation – Include documentation that may have not been depicted as part of the report but may be of assistance in understanding the property.</li> <li>• Appendix C: Project Personnel – List the personnel involved in preparing the report, indicating their qualifications and their role in preparing the report.</li> </ul>

## Liz Michaud

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**Subject:** FW: MCM Response - Sandpoint Beach Park Shoreline Class Environmental Assessment - Supplementary Cultural Heritage Informaiton  
**Attachments:** 2024-04-16  
SandpointBeachParkShoreline\_SupplementaryInformation\_MCMComments.pdf

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**From:** Leclerc, Erika (MCM) <erika.leclerc@ontario.ca>  
**Sent:** April 16, 2024 12:58 PM  
**To:** Liz Michaud <lmichaud@landmarkengineers.ca>  
**Cc:** Barboza, Karla (She/Her) (MCM) <Karla.Barboza@ontario.ca>; Ash, Laura <lash@citywindsor.ca>; EA Notices to SWRegion (MECP) <eanotification.swregion@ontario.ca>; Harvey, Joseph (MCM) <Joseph.Harvey@ontario.ca>  
**Subject:** MCM Response - Sandpoint Beach Park Shoreline Class Environmental Assessment - Supplementary Cultural Heritage Informaiton

Good afternoon Liz,

Please find attached MCM's comments on the supplementary information provided on March 13<sup>th</sup>.

Let us know if you have any questions.

Kind regards,

**Erika Leclerc**

Heritage Planner | Heritage Branch | Citizenship, Inclusion and Heritage Division  
Ministry of Citizenship and Multiculturalism | Ontario Public Service  
416-305-0757 | [erika.leclerc@ontario.ca](mailto:erika.leclerc@ontario.ca)



*Taking pride in strengthening Ontario, its places and its people*

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**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Sent:** March 15, 2024 9:52 AM  
**To:** Leclerc, Erika (MCM) <[erika.leclerc@ontario.ca](mailto:erika.leclerc@ontario.ca)>  
**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Supplementary Cultural Heritage Informaiton

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

Thank you Erika.

**Liz Michaud, P.Eng.**  
Landmark Engineers Inc.  
p (519) 972-8052  
c (519) 999-8052

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**From:** Leclerc, Erika (MCM) <[erika.leclerc@ontario.ca](mailto:erika.leclerc@ontario.ca)>  
**Sent:** March 14, 2024 3:48 PM  
**To:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>  
**Cc:** Ash, Laura <[lash@citywindsor.ca](mailto:lash@citywindsor.ca)>; Barboza, Karla (She/Her) (MCM) <[Karla.Barboza@ontario.ca](mailto:Karla.Barboza@ontario.ca)>

**Subject:** RE: Sandpoint Beach Park Shoreline Class Environmental Assessment - Supplementary Cultural Heritage Informaiton

Good afternoon Liz,

Thanks for sending the supporting documentation to supplement the AMICK memo. I'll get back to you next week with a timeline for our review/comments after I confirm with Karla (who is away this week).

Kind regards,

**Erika Leclerc**

Heritage Planner | Heritage Branch | Citizenship, Inclusion and Heritage Division  
Ministry of Citizenship and Multiculturalism | Ontario Public Service  
416-305-0757 | [erika.leclerc@ontario.ca](mailto:erika.leclerc@ontario.ca)



*Taking pride in strengthening Ontario, its places and its people*

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**From:** Liz Michaud <[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)>

**Sent:** March 13, 2024 11:16 AM

**To:** Leclerc, Erika (MCM) <[erika.leclerc@ontario.ca](mailto:erika.leclerc@ontario.ca)>

**Cc:** Ash, Laura <[lash@citywindsor.ca](mailto:lash@citywindsor.ca)>; Barboza, Karla (She/Her) (MCM) <[Karla.Barboza@ontario.ca](mailto:Karla.Barboza@ontario.ca)>

**Subject:** Sandpoint Beach Park Shoreline Class Environmental Assessment - Supplementary Cultural Heritage Informaiton

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

Good Morning Erika,

Please see attached letter and supporting documentation to supplement the AMICK CHER Memo. I hope that this will sufficiently address the outstanding Cultural Heritage issues. If you have any questions or require further information please don't hesitate to reach out.

Thank you,

**Liz Michaud, P.Eng.**



**Landmark Engineers Inc.**

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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.: 416-305-0757

**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.: 416-305-0757



April 16, 2024

EMAIL ONLY

Liz Michaud, P.Eng.  
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2280 Ambassador Drive  
Windsor, ON N9C 4E4  
[lmichaud@landmarkengineers.ca](mailto:lmichaud@landmarkengineers.ca)

**MCM File** : **0018072**  
**Proponent** : **City of Windsor**  
**Subject** : **Municipal Class Environmental Assessment – Schedule B –  
Supplementary Information**  
**Project** : **Sandpoint Beach Park Shoreline**  
**Location** : **City of Windsor**

Dear Liz Michaud:

Thank you for providing the Ministry of Citizenship and Multiculturalism (MCM) with the letter dated March 13, 2024 (prepared by Landmark Engineers Inc.) to supplement the *Technical Memorandum and Professional Opinion Respecting Potential Direct and Indirect Impacts to Cultural Heritage Resources* (“Technical Memorandum,” dated February 13, 2023, and prepared by Amick Consultants) for our review and comment.

MCM previously provided comments (in a letter dated February 7, 2024) on the Project File Report (PFR, dated January 2024, prepared by Landmark Engineers Inc.), and associated technical cultural heritage studies for the above-referenced project.

**Comments**

MCM’s previous comments on the PFR for this project indicated that due diligence had yet to be fully documented, as the Technical Memorandum prepared by Amick Consultants was not consistent with the requirements, guidance, and standards of the Municipal Class Environmental Assessment and with best practice guidance prepared by MCM.

The March 13, 2024 letter prepared by Landmark Engineers Inc. indicates the following:

- The project will not directly or indirectly impact the Detroit River (a designated Canadian Heritage River).
- One facility building over 40 years of age is located within the study area (constructed in 1982).
  - The building does not have cultural heritage value or interest according to the City of Windsor and is not listed or designated on the Municipal Heritage Register.
  - The images provided demonstrate that this is a building type that is commonly found throughout Ontario and unlikely to have cultural heritage value or interest.
  - The project is anticipated to temporarily impact this property through site disturbance and noise, as well as limiting access.

- The only other building in the study area is a storage shed which is less than 40 years old.
  - This building will be removed as part of the preferred solution for the project.
- Directly west of the study area, there is a property located at 10150 Riverside Drive East that is listed on the City of Windsor’s Municipal Heritage Register.
  - This building will not be directly or indirectly impacted by the project.

MCM finds that the supplementary information provided in the March 13, 2024 letter from Landmark Engineers Inc. sufficiently documents that due diligence has been undertaken with regards to identifying potential impacts to known and potential built heritage resources and cultural heritage landscapes within and adjacent to the study area.

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

Regards,

Sincerely,

Erika Leclerc  
Heritage Planner  
[Erika.Leclerc@Ontario.ca](mailto:Erika.Leclerc@Ontario.ca)

Copied to: Laura Ash, City of Windsor  
Karla Barboza, Team Lead – Heritage Planning, MCM  
Joseph Harvey, Heritage Planner, MCM  
EA Notices to Southwest Region, MECP, [eanotification.swregion@ontario.ca](mailto:eanotification.swregion@ontario.ca)

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*.