



Supporting Document 1

Record of Consultation and Engagement

Future Development of the Eastern Ontario
Waste Handling Facility
Environmental Assessment Terms of Reference
GFL Environmental Inc.

Moose Creek, Ontario

September 11, 2020

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1 Introduction

This Record of Consultation and Engagement (Record) describes the consultation and engagement activities undertaken during the development of the Terms of Reference (ToR) for the GFL Environmental Inc. (GFL) Future Development of the Eastern Ontario Waste Handling Facility (EOWHF) Environmental Assessment (EA) and the results of those activities. This document provides a record of all stakeholder consultation and engagement undertaken to-date during the ToR process including consultation and engagement with Indigenous communities, government and municipal agencies, and the public.

The proposed future development of the EOWHF will consist of the on-going development and operation of the landfill to the east of the existing EOWHF on lands owned by GFL. The lands being considered for the future development include lands within the existing EOWHF and the eastern half of Lot 16, Lots 14 and 15, and part of Lot 13 of Concession 10 east of the EOWHF, which has an area of approximately 240 hectares.

Section 5.1 of the *Environmental Assessment Act (EAA)* states that consultation with "such persons as may be interested" should take place during the preparation of the ToR. Consequently, a Consultation and Engagement Plan for the ToR was prepared in accordance with the Ministry of the Environment, Conservation and Parks (MECP) *Codes of Practice for Consultation on Ontario's Environmental Assessment Process* (January 2014) and *Preparing and Reviewing Environmental Assessments in Ontario* (January 2014). The codes of practice and consultation principles are described in **Section 2**. The consultation plan had three objectives:

- identify and develop good working relationships with all key stakeholders and Indigenous communities;
- manage identified issues in order to minimize risks that could affect study timelines; and
- support and promote the positive environmental sustainability aspects of the project.

The participants in the EOWHF ToR process are described in **Section 3**, and the consultation and engagement activities carried out during the preparation of the ToR, along with the results, are summarized in **Sections 4 through 6**.

In accordance with the MECP's *Code of Practice Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario*, this Record of Consultation and Engagement is provided as a stand-alone supporting document to accompany the ToR for the Future Development of the EOWHF EA submitted to the MECP for review.

2 Codes of Practice and Consultation Principles

The MECP has produced Code of Practice documents for use when preparing various EA documents. The ToR for the Future Development of the EOWHF EA was prepared using the *Code of Practice Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario*. Similarly the EA will be prepared using the *Code of Practice Preparing and Reviewing Environmental Assessments in Ontario*. In addition, consultation and engagement was undertaken during the preparation of the ToR in accordance with the *Code of Practice Consultation in Ontario's Environmental Assessment Process*. The Code of Practice documents outline aspects of consultation and engagement that must be adhered to during the preparation of ToR.

The following components of the Codes of Practice were included in the consultation and engagement activities undertaken during development of the ToR:

- Provided opportunities for participation to potentially affected or interested parties that were reasonable and meaningful;
- Took into account input received during the consultation and engagement process by addressing comments and concerns;
- Used a variety of consultation and engagement methods including an Open House, presentations, direct mail/email, and Community Liaison Committee, etc.;
- Consulted and engaged with government reviewers, Indigenous communities and organizations, and any other interested persons¹;
- Prepared this Record of Consultation and Engagement describing the various activities carried out during the development of the ToR (which is included as a Supporting Document to the ToR);
- Considered the details of the undertaking and the potential level of concern and interest in the community;
- Provided the mandatory notifications, including the Notice of Commencement;
- Integrated the input from the consultation and engagement into comment and response tables included in this Record of Consultation and Engagement; and
- Responded to concerns by corresponding with individuals by telephone or email, due to limitations related to the COVID-19 pandemic.

The approach to consultation during the development of the ToR was intended to be proactive, open, inclusive, flexible and transparent.

The following principles, established in the Consultation and Engagement Plan for the ToR, guided the consultation and engagement carried out during the preparation of the ToR:

¹ The Francophone population is included in the definition of interested persons.

- Engage residents and neighbours within proximity of the proposed undertaking, Indigenous communities, and other stakeholders from the beginning of the process through the use of a variety of consultation and engagement events and activities including an open house, and to establish that there were adequate opportunities to provide input, feedback, and comments concerning the EA undertaking and process, and that these comments are considered by the project team;
- Engage local elected officials in the development of the ToR, and to confirm that they were provided with regular and timely information concerning the ToR development process;
- Ensure that the consultation and engagement process is open, transparent and inclusive; and
- Document all issues and concerns identified by the public, Indigenous communities, agencies, and other stakeholders.

Comments and issues raised during the review of the Draft ToR have been documented in **Appendix J** along with how they have been considered during the development of the ToR.

During the preparation of the ToR, the Province of Ontario was faced with the COVID-19 pandemic, which has required that individuals implement a variety of measures to keep themselves, and all members of their broader community, safe and healthy. These measures included the practice of self-isolation and quarantining based on potential exposure to the virus, and social distancing to limit personal contact and the potential transmission of the virus. Effective March 17, 2020, the Province of Ontario enacted a State of Emergency restricting the ability to conduct in-person or face-to-face meetings and consultation and engagement activities. As a result, subsequent consultation and engagement was carried out through mail, email, teleconference, and via the project website.

3 Participants in the EOWHF ToR Process

Interested participants included review agencies, Indigenous communities, and the public (see Section 3.0 of the *Code of Practice Consultation in Ontario's Environmental Assessment Process*). Participants were engaged through a number of consultation and engagement activities held during the preparation of the ToR. The activities carried out with review agencies, Indigenous communities, and the public are summarized in **Sections 4 and 5** of this Record.

Comments received during the preparation of the ToR are summarized in **Section 6** and **Appendix J**. Responses to the comments are provided, which indicate how the comments have been considered in the preparation of the ToR.

The participants list for the ToR was initially prepared based on the consultation and engagement process completed for the previous EA approval for the EOWHF in 2019. The participants list was updated throughout the ToR process, including both the addition

and removal of participants as required and when requested. A copy of the complete participants list is included in **Appendix A**.

The following groups were included in the list:

- Government Review Team (GRT), which includes governmental departments, ministries, and agencies with an interest in the project;
- Municipal agencies and organizations, including the Township of North Stormont;
- Indigenous communities and groups in the vicinity of the EOWHF or with an interest in the project; and
- General public, including residents, landowners, business owners, and other stakeholders with an interest in the outcome of the EA.

During the preparation of the proposed ToR and as part of the Notice of Commencement, the Government Review Team (GRT), Indigenous communities, and the public were identified as having a potential interest in the project. GRT members include federal, provincial and municipal agencies. Local residents within the vicinity of the EOWHF and neighbouring property owners were contacted. Additional members of the public were added to the participants list during the preparation of the ToR upon request. Members of the Community Liaison Committee were also included on the participants list.

Indigenous communities and organizations were contacted during the development of the proposed ToR. The MECP provided formal written notification to GFL delegating procedural aspects of Indigenous consultation for this EA. The MECP required that the following communities be consulted:

- Mohawk Council of Akwesasne;
- Huron Wendat Nation Council; and
- Algonquins of Ontario Consultation Office.

Based on the previous EA conducted for the EOWHF landfill expansion², GFL included additional Indigenous communities in the contact list as detailed in **Section 5.8** and **Appendix A**.

4 Consultation and Engagement Activities during the EOWHF ToR Process

The following consultation activities took place with the parties identified in **Appendix A** during the development of the ToR:

- Distribution of Notice of Commencement and Public Open House #1;
- Public Open House #1;

² HDR Corporation. Eastern Ontario Waste Handling Facility Landfill Expansion Environmental Assessment. Prepared for GFL Environmental Inc. June 1, 2018.

- Distribution of Project Update;
- Project website, email and telephone number;
- Consultation with Agencies and organizations;
- Engagement with Indigenous communities and groups;
- Municipal Council meetings;
- Community Liaison Committee meetings;
- Media publications regarding the ToR; and
- Draft ToR review.

These activities are described in **Section 5**.

5 Structure of the Record of Consultation and Engagement

Table 1 lists the organization of the Record of Consultation and Engagement.

Table 1. Structure of the Record of Consultation and Engagement

Consultation and Engagement Activity	Location
Stakeholder Contact List	Section 5.1, Appendix A
Project Notices	Section 5.2, Appendix B
Public Open House #1	Section 5.3, Appendix C
Project Update Communication	Section 5.4, Appendix D
Project Website, Email, and Telephone Number	Section 5.5
Presentations to Municipal Councils	Section 5.6, Appendix E
Community Liaison Committee Meetings	Section 5.7
Indigenous Engagement and Communications	Section 5.8, Appendix F
Public Consultation and Communications	Section 5.9, Appendix G
Agencies Consultation and Communications	Section 5.10, Appendix H
Media Publications	Section 5.11, Appendix I
Draft Terms of Reference Review	Section 5.12
Comment Response Tables	Section 6, Appendix J

5.1 Stakeholder Contact Lists

Section 3 above provides a description of participants and stakeholders. In addition, **Appendix A** includes a stakeholder contact list including the GRT, municipal agencies and Indigenous communities and groups.

5.2 Project Notices

At key stages of the ToR Process, notices were distributed to the stakeholder groups, via letters, email and newspaper advertisements. **Table 2** highlights the type of notice and its method and dates of publication.

Agencies, Indigenous communities and members of the public, including neighbouring property owners, were notified of the commencement of the ToR and Public Open House #1 via the Notice of Commencement and Public Open House (the Notice). The Notice was distributed in both English and French.

The Notice of Review for the Draft ToR, in English and French, was distributed to agencies, Indigenous communities and members of the public, including neighbouring property owners. Distribution to the public and agencies was by email where available, by hard copy where email addresses were not available. Distribution to Indigenous communities was by registered mail.

Table 2. Project Notice Distribution and Publication Dates

Notice	Date of Mail/Electronic Delivery of Letters/Notice (English and/or French)	Date of Publication in Local Newspapers (English and French)	Date of Posting to Project Website (English and French)
Notice of Commencement and Public Open House #1	January 13-15, 2020	The Cornwall Standard-Freeholder January 15 and 16, 2020 Le Reflet – The News January 16, 2020	January 15, 2020
Notice of Review for the Draft Terms of Reference	June 10-12, 2020	The Cornwall Standard Freeholder June 11, 2020 Le Reflet – The News June 11, 2020	June 12, 2020

Copies of the Notice of Commencement and Public Open House #1 and Notice of Review of the Draft Terms of Reference are provided in **Appendix B**.

5.3 Public Open House #1

Public Open House #1 took place on Thursday, January 30, 2020. Advanced notification of the Open House was provided to agencies, Indigenous communities and members of the public, including neighbouring property owners, in an attempt to achieve maximum attendance (**Section 5.2**). Details of Public Open House #1 are provided in **Table 3**.

The Public Open House Summary Report (**Appendix C**) contains a summary of the Public Open House #1 materials and content that was presented at the event.

Table 3. Summary of Public Open House #1 for the Future Development of the EOWHF EA ToR

Event	Date and Location and Time	Attendance	Information Presented (English and French)
Public Open House #1 (In-person)	January 30, 2020 Moose Creek Recreation Centre (4 St Polycarp Street, Moose Creek, Ontario) 16:00 to 20:00	<ul style="list-style-type: none"> • 49 People • 4 GFL Staff • 1 HDR Consultant 	<ul style="list-style-type: none"> • An overview of GFL • Background information on the EOWHF • A description of the proposed project • An overview of the EA process • The rationale for the project and alternatives being considered • The proposed EA evaluation process and evaluation criteria • An overview of the general study areas to be considered and supporting studies to be carried out • Proposed consultation and engagement activities • A list of next steps and GFL contact information

GFL had originally proposed to host a second open house near the end of April 2020. Due to the COVID-19 pandemic it was not possible for GFL to host a second in-person Public Open House regarding the development of the EA Terms of Reference for the project. GFL undertook to share updates of the project and additional information by providing the public, municipalities, and government agencies with a letter and informational materials in the form of illustrative handouts focused on the key issues raised during Public Open House #1. The Project Update is detailed in **Section 5.4**.

5.4 Project Update

GFL had originally intended to host a second open house near the end of April 2020. Due to the COVID-19 pandemic it was not possible for GFL to host a second in-person Public Open House regarding the development of the Draft ToR. Consequently, GFL undertook to share updates of the project and additional information by providing the public, municipalities, government agencies, and Indigenous communities with a letter and informational materials in the form of illustrative handouts focused on the key issues raised during Public Open House #1. These materials were provided in both English and French. **Table 4** provides an overview of this consultation and engagement activity. A copy of the project update materials is provided in **Appendix D**.

GFL also made presentations to the municipal councils in place of the second open house, as described in **Section 5.6**.

Table 4. Summary of Project Update for the EOWHF Future Development EA ToR

Event	Date	Mail-out Type	Information Presented (English and French)
Project Update	May 8, 2020	Email, Regular Mail, and Registered Mail	<ul style="list-style-type: none"> • Project update letter • Comment/response table (English only, available on the project website) • Landfill Gas Management handout • Community Benefits Handout

The project update letter briefly addressed the comments received from Public Open House #1 and provided guidance on how to find more project information and directed readers to the project website to view the comment/response table. The informational materials included with the letter provided further information on GFL's economic benefit and commitment to supporting the local communities and how landfill gas is being managed at the facility to minimize odours.

The project update was sent to agencies, municipalities, organizations, and members of the public, including neighbouring property owners via regular mail or by email on May 8, 2020. Letters and informational materials were sent in both English and French. The project update was sent to Indigenous communities via registered mail on May 8, 2020. Letters and informational materials were sent in both English and French.

The letter and informational materials in both languages were also added to the project website. A copy of the comment/response table was also posted to the project website in English only.

One comment was received from a member of the public in response to the project update (**Appendix G**).

5.5 Project Website, Email and Telephone Number

A project specific website (<http://gflenv.com/moose-creek-eowhf>) was launched as part of the commencement of the ToR. The website was established to provide clear and accurate information to stakeholders as well as opportunities for participants to give feedback to GFL.

The website includes up-to-date information about the project, notices of upcoming events, details and summary of previous consultation events. Materials and notices will continue to be added to the website as the project progresses.

All notification and project materials identify the email address and telephone number for the GFL contact person.

5.6 Presentations to Municipal Councils

GFL made presentations to local municipal councils during the preparation of the Draft ToR as outlined below. Copies of the presentation are included in **Appendix E**.

5.6.1 Township of North Stormont (Host Community)

GFL made presentations to the Township of North Stormont on January 28 and April 28, 2020.

5.6.1.1 Council Meeting – January 28, 2020

In conjunction with the commencement of the project, and in advance of Public Open House #1, GFL made a presentation on the proposed EOWHF Future Development project to North Stormont Council at their regularly scheduled January 28, 2020 meeting. Generally the presentation was well received and Council was positive about GFL's role within the community.

A summary of the questions/comments and responses from the meeting are included in **Table 5**.

Table 5. Comments and Responses from Township of North Stormont Council Meeting, January 28, 2020

Question/Comment	Response
<p>It was previously suggested that the old landfill cells would be reopened or mined in the future to recover materials and create capacity. Is this going to be done?</p>	<p>Landfill mining has been considered but has only been applied in limited situations in Ontario, mainly to remediate an environmental issue. Landfill mining is not anticipated to provide a reasonable amount of disposal capacity and given the nature of the material received at the facility, large quantities of recyclables are not expected to be recovered. There are also various health and safety concerns and nuisance impacts associated with this practice. GFL does not propose to undertake this at the EOWHF. The oldest landfill cells onsite still generate gas and opening these cells would release large amounts of GHGs that would adversely impact the environment and create significant nuisance odours for the area.</p>
<p>How close to Hwy 417 and Hwy 138 will the new landfill cells go? Can something be done to make the entrance to North Stormont more appealing than seeing the landfill?</p>	<p>Based on the initial concepts for the future development, a minimum buffer of 100 m between the landfill cells and the facility property boundary is anticipated. Visual effects of the project will be assessed as part of the Environmental Assessment. This will include consideration of mitigation measures such as the installation of a vegetated berm and trees along the highway.</p>
<p>What can be done to prevent/minimize odours in the future that will come from the new landfill cells?</p>	<p>In 2017, GFL initiated a 3-year plan to enhance the landfill gas management system at the EOWHF and substantial improvements in landfill gas odour have been achieved from past operations. Additional gas wells have been installed, and a second blower skid and a third flare will be installed in 2020, which are anticipated to continue to minimize odours at the site. The new landfill cells will be developed in a manner that includes an efficient and effective landfill gas management system to minimize the potential for odours from operations.</p>
<p>Are there other options available to use the landfill gas than just simply flaring it off?</p>	<p>There is a landfill gas to electricity facility at the EOWHF which generates approximately 4.2 MW. The cancellation of the FIT program does not allow additional electricity to be produced. GFL is investigating potential opportunities to convert landfill gas to a renewable natural gas should suitable markets be available.</p>
<p>What happened to the plans to initiate mattress recycling and C&D recycling at the facility?</p>	<p>These potential recycling opportunities were examined and intended to be situated on lands to the south of the existing facility. To have these types of operations the southern lands required re-zoning and as GFL attempted to follow through with this work, public concerns forced GFL to abandon the re-zoning efforts and focus solely on the expansion of Stages 3B/4. GFL maintains an interest in these types of waste management and diversion operations but due to the fact that waste received at this facility is often a mix, a consistent supply of C&D waste is not guaranteed and may not be able to support a dedicated C&D facility. Similarly, a consistent feed of waste mattresses has not been secured so GFL has been unable to support the capital expenditure associated with developing a dedicated facility at this time.</p>

Question/Comment	Response
Is there any intention to develop greenhouses onsite and are there examples of this at other landfill sites in the country?	GFL has had some initial discussions with potential greenhouse developers and will continue to consider any opportunities. There is the potential to utilize waste heat or gas from the landfill gas to electricity facility. There are other examples in Canada where greenhouses have been developed adjacent to landfill sites which can provide an effective energy source.
Is the CLC still in existence? Do they meet and what is their role?	Yes the Community Liaison Committee is still active and includes membership from North Stormont. The CLC meets semi-yearly and any issues related to facility operations, monitoring and compliance are discussed during each meeting.

5.6.1.2 Council Meeting – April 28, 2020

In conjunction with the previously described Project Update, GFL made a presentation to North Stormont Council at their regularly scheduled April 28, 2020 meeting. Due to the COVID-19 pandemic the meeting was held via teleconference with members of the public able to listen to the meeting. GFL was a delegation to the Council meeting and provided a copy of the presentation to the Township in advance which was made available on the Township website as part of the meeting agenda. The presentation generally outlined the following:

- the EOWHF’s site operations and development;
- GFL’s current position as critical infrastructure;
- the proposed future development project for the EOWHF;
- the Environmental Assessment process; and
- a summary of the consultation completed to-date including an overview of comments received, how the comments are being addressed by GFL supporting the development of the ToR.

A summary of the questions/comments and responses from the meeting are included in **Table 6**.

Table 6. Comments and Responses from Township of North Stormont Council Meeting, April 28, 2020

Question/Comment	Response
Does GFL already own the land that is being considered for the proposed expansion of the landfill?	GFL already owns the majority of the land being considered and shown within the on-site study area. The company has an agreement to purchase the remaining property that is being considered.
Is the landfill still open for business given the current situation?	The landfill is considered an essential service and remains open. However, to protect the safety of the facility staff the site is closed to the general public and is no longer accepting residential or public drop-off waste.

Question/Comment	Response
Can GFL reconsider this policy for the Spring clean-up period?	GFL will continue to consider the guidance of the local Public Health officials and the safety of their employees in determining when they can provide this service to the public again.
There was a recent change to the fee structure at the landfill for waste received from the public. Has this been reconsidered?	The fee structure for residential public drop-off material has been reconsidered and now reflects the previous rates.
Has the COVID pandemic created any economic fallout for the project? Will the project go ahead regardless of the situation?	There is a shortage of disposal capacity within Ontario, with an on-going and long term need for additional landfill capacity provided by the EOWHF so it is essential for the project to keep moving forward. It will take approximately 5 to 6 years to obtain the necessary approvals for the project so the emergence of COVID is not likely to prevent this project from proceeding.
Will waste volumes to the landfill shrink based on the economy?	GFL has not completed an analysis of any specific changes in the waste received at the EOWHF, but generally volumes have continued to remain consistent during this current situation.
Can GFL provide any update on the planting of trees along the highway to block views of the landfill and make the entrance to the Township more appealing?	GFL is considering the installation of a vegetated berm including trees along the highway as part of the future development project. The company expects to be able to do this once the necessary permits are in place.
Will there be future consultation events available to the public?	There are future consultation opportunities planned as part of the EA process where we will be seeking input from the public. This includes in-person events consistent with public health guidance at the time.
If people do have concerns or comments can they contact GFL?	GFL has provided contact information within the presentation.

5.6.2 The Nation Municipality

In conjunction with the previously described Project Update, GFL made a presentation to The Nation Municipality Council at their regularly scheduled May 4, 2020 meeting. Due to the COVID-19 pandemic the meeting was held via teleconference. GFL was a delegation to the Council meeting and provided a copy of the presentation to the Municipality in advance which was then made available on the Municipality's website as part of the meeting agenda. The presentation was provided in both French and English. Following the meeting, the Municipality posted a recording of the meeting to their YouTube channel for public viewing. The presentation generally outlined the following:

- the EOWHF's site operations and development;
- GFL's current position as critical infrastructure;
- the proposed future development project for the EOWHF;
- the Environmental Assessment process; and
- a summary of the consultation completed to-date including an overview of comments received, how the comments are being addressed by GFL supporting the development of the ToR.

A summary of the questions/comments and responses from the meeting are included in **Table 7**.

Table 7. Comments and Responses from The Nation Municipality Council Meeting, May 4, 2020

Question/Comment	Response
Is the presentation part of the MECP requirements to consult?	GFL confirmed that they are working to fulfill the commitment to consult with the potentially affected public.
The Nation does not receive any funding from GFL despite being located in close proximity to the landfill. The nearest Nation residents have voiced their concerns over landfill odours and are unhappy. Nation residents are more affected than North Stormont due to the proximity to the site. The Nation stated that they expect more from GFL and will be reaching out to GFL for a sponsorship program and hope that GFL considers this.	Over the past years, GFL has heavily invested in odour management for the site and intends on continuing these investments. GFL is prepared to work with Nation in rebuilding our relationship and is interested in pursuing this in an appropriate form.
How does the facility protect groundwater?	The site has many groundwater monitoring wells in place and each of the stratigraphic units is sampled three (3) times per year. These samples are compared to background samples. If the facility impacts groundwater, it will be identified within the site boundaries long before off-site migration occurs.

5.6.3 Village of Casselman

In conjunction with the previously described Project Update, GFL made a presentation to the Village of Casselman Council at their regularly scheduled May 12, 2020 meeting. Due to the COVID-19 pandemic the meeting was held via teleconference with members of the public able to listen to the meeting. GFL was a delegation to the Council meeting and provided a copy of the presentation in French to the Village in advance which was then made available on the Village’s website as part of the meeting agenda. The presentation to Council was presented in French. The presentation generally outlined the following:

- the EOWHF’s site operations and development;
- GFL’s current position as critical infrastructure;
- the proposed future development project for the EOWHF;
- the Environmental Assessment process; and
- a summary of the consultation completed to-date including an overview of comments received, how the comments are being addressed by GFL supporting the development of the ToR.

A summary of the questions/comments and responses from the meeting are included in **Table 8**.

Table 8. Comments and Responses from Village of Casselman Council Meeting, May 12, 2020

Question/Comment	Response
Can GFL provide financial compensation to the municipality for experiencing odours related to the existing landfill operation?	GFL has invested a lot of time and money into resolving the odour problem as part of a three year plan. Significant progress has been made and the remaining infrastructure will be installed in 2020. GFL is willing to discuss providing some form of support to the municipality in relation to the proposed project at the appropriate time.
How many gas wells will be within the expansion area?	The detailed design of the future landfill site area has not been developed yet. The proposed landfill will be developed with enough landfill gas wells to control the gas and manage odours.
A Council member requested to be a member of the liaison committee.	GFL will follow-up with the CLC regarding this request.

5.7 Community Liaison Committee Meetings

During the development of the ToR, two meetings were held with the Community Liaison Committee (CLC) regarding the proposed future development. The first meeting occurred on January 14, 2020 where, in conjunction with the Notice of Commencement, GFL met with the CLC to discuss the proposed future development project. Discussions occurred providing more details about the potential effects of the future development on the local community. The second meeting occurred on July 22, 2020, during the Draft ToR review period, where GFL met with the CLC to notify the council of the Draft ToR posting on the website, to discuss current site development projects, odour prevention strategies, effluent discharge requirements and on-going studies. There were very few comments and/or questions during this meeting.

5.8 Indigenous Communities Engagement and Communications

During the preparation of the ToR, GFL committed to continue engagement with potentially affected Indigenous groups and communities during the EA process. All Indigenous communities and groups identified in **Appendix A** were provided with engagement materials via registered mail or electronic mail. Indigenous engagement correspondence such as emails, letters and other written correspondence from both the open house and the project update materials are included in **Appendix F**.

The Stage 1 Archaeological Assessment Report was emailed to the Mohawk Council of Akwesasne, the Algonquins of Ontario Consultation Office, and the Huron Wendat Nation Council (Nation Huronne-Wendatt Bureau du Nionwentsio) on June 23, 2020.

The following Indigenous communities and organizations were contacted during development of the ToR:

- Mohawks of Akwesasne;
- Mohawks of the Bay of Quinte – Tyendinaga Mohawk Council;

- Métis Nation of Ontario - Ottawa Métis Council;
- Huron Wendat Nation Council;
- Algonquins of Ontario Consultation Office; and
- Métis Nation of Ontario.

Only one Indigenous group, the Huron Wendat Nation Council, requested to be kept informed further of any archeological related studies or reports.

Engagement activities with the Indigenous communities included the following:

- A letter and copy of the Notice of Commencement and Public Open House #1 was sent on January 13, 2020.
- A project update letter and informational materials to inform of new project developments and to address comments received from Public Open House #1 were sent on May 8, 2020.
- A copy of the Notice of Review and Draft ToR were sent on June 10, 2020.
- A copy of the Stage 1 Archaeological Assessment was sent via email on June 23, 2020 to the Mohawk Council of Akwesasne, the Algonquins of Ontario Consultation Office, and the Huron Wendat Nation Council.
- Follow up emails regarding the review of the Stage 1 Archaeological Assessment were sent on July 29-31, 2020.

All information was sent to the Indigenous communities by registered mail with confirmed delivery, with the exception of the Stage 1 Archaeological Assessment, which was provided via email. Copies of the above correspondence are included in **Appendix F**. Two (2) responses were received from the Huron Wendat Nation Council and Mohawk Council of Akwesasne in regards to the Stage 1 Archaeological Assessment, which are included in **Appendix F** along with the GFL's responses.

5.9 Public Consultation and Communications

The public were engaged and consulted with throughout the process and were provided several opportunities to offer feedback on the project and its process. Public Open House #1 was well attended and public engagement correspondence such as emails, letters and other written correspondence from the open house, the project update materials, and the Draft ToR Review are included in **Appendix G**.

5.10 Agency, Municipal and Organizations Consultation and Communications

All relevant government and municipal agency groups as well as business organizations were engaged with throughout the ToR process. Several agencies and organizations corresponded after the Notice of Commencement, Public Open House #1, the Project Update, and during the Draft ToR Review, which are included in **Appendix H**. GFL had also attended and engaged relevant municipal councils through presentations provided either in English or French. Municipal council presentations are provided in **Appendix E**.

5.11 Media Publications

Media publications were posted to news feeds or written in a local newspapers during the preparation of the ToR regarding Public Open House #1 or discussions of the future development of the EOWHF. These publications, excluding any posts/publications on social media streams, are provided in **Appendix I**.

5.12 Draft Terms of Reference Review

A Draft ToR was prepared and made available to the public, Indigenous communities, government review team, and all other stakeholders on the project mailing list for their review and comments. Review comments on the Draft ToR were requested between June 12 and July 31, 2020. **Table 4** provides an overview of this consultation and engagement activity.

Table 9. Summary of Draft ToR Review

Event	Date	Mail-out Type	Information Presented (English and French)
Draft ToR Review	June 10, 2020 and June 12, 2020	Email, Regular Mail, and Registered Mail	<ul style="list-style-type: none"> • Notice of Review for the Draft Terms of Reference (English and French) • A copy of the Draft ToR (English only) • Record of Consultation and Engagement Supporting Document (English only, posted to project website)

The Draft ToR addressed how the ToR and environmental assessment are being prepared, the rationale for the undertaking, description and assessment of alternatives, descriptions of the existing environment and potential effects of the undertaking, environmental assessment methods, consultation and engagement activities, commitments and monitoring, flexibility to accommodate new circumstances, and other approvals.

The Draft ToR and Notice were sent to agencies, municipalities, organizations, and members of the public, including neighbouring property owners via regular mail or by email on June 10-12, 2020. The Notice was sent in both English and French to all recipients. A letter in English and French and a copy of the Draft ToR were sent along with the Notice to Indigenous communities via Express Post on June 10, 2020. The Notices (in both languages), Draft ToR and Record of Consultation and Engagement were also uploaded to the project website. Due to the COVID-19 pandemic, hard copies of the documents were not made available at public viewing locations.

Several comments were received in response to the Draft ToR review from government agencies, municipalities, and members of the public, as provided in **Appendices G and H**. A comment and response table for the Draft ToR review is provided in **Appendix J**, including responses for each comment outlining how the comment has been considered in the ToR, as applicable.

6 Comment Response Tables

Comments received from all of the stakeholder groups and responses provided by GFL during the preparation of the ToR are provided in **Appendix J**. These include the comments received:

- after the publication of the Notice of Commencement and Public Open House #1;
- as a result of Public Open House #1;
- after the distribution of the Project Update;
- after the distribution of the Stage 1 Archaeological Assessment Report to Indigenous communities; and
- as a result of the Draft ToR review.