

APPENDIX

B RELEVANT AGENCY CORRESPONDENCE AND MEETING MINUTES



DORION TOWNSHIP
Canyon Country

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Dorion, ON
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March 6, 2018

Mr. Rick Inman
Senior Project Manager
Ministry of Transportation – Northwest Region
615 James Street South
Thunder Bay, ON
P7E 6P6

Re. Public Information Centre #2 – Township of Dorion Comments

The Dorion Council and DFLCCC have been engaged in discussions with MTO representatives and the WSP consultant regarding design changes and impacts in the Ouimet section of the new 4 Lane Highway for almost 3 years.

There have been a number of change improvements at 2 locations - Meyer's Road intersection and the new Service Road access/crossover- and a new route for Birch Lane to eliminate current access to the Highway and a railway crossing.

These items, while supported in general by Dorion Council, come at considerable negative impact to Dorion given the number of home and property buyouts (28) and lost assessment (about \$2 million) ...and this section is only the first of 2 for the new Highway through Dorion.

One change introduced by the Consultant/MTO that contravenes the Approved 1997 Plan is at the Dorion Loop West Road-Poplar Lane Intersection.

This intersection has been in existence since the first Highway 17 was built and intersected this Dorion Road at a difficult angle (less than 90 degrees)

The 1997 Approved Plan was agreed to by all parties MTO/Dorion /property owners because it maintained the intersection with the new 4 Lane Highway with 90 degree approaches from both sides - the Dorion Loop Road and Poplar Lane would be moved to provide safe effective access, egress and crossover.

The re-route on the Dorion Loop side involved considerable issues in terms of environmental and property owner impacts.

The re-route on the Poplar Lane side involved a new crossing of the CP Railway and limited environmental and property impacts.

The new railway crossing would effectively correct a longstanding safety concern of inadequate sight-line to the west of Poplar Lane and eliminate the need to provide a separate access to the 4 Lane Highway for one property owner. In effect, overall there are three (3) rail crossing locations eliminated and only one safe crossing is needed.

The Consultant/MTO proposal to change the Approved Plan is unacceptable to Dorion Council and the property owners in the area.

This plan is an unsatisfactory alternative that is short sighted and a serious waste of public funds. It also requires Dorion to maintain a Service Road connection to Poplar Lane and rail crossing that neither the Council, the public service users or property owners consider safe.

The MTO/Consultant proposal to rectify the problems are unacceptable - especially as the mitigation proposals do not meet the minimum sight line requirements for Single Use design vehicles that are over 10 meters in length such as school buses, municipal graders, firetrucks and farm equipment. (south side approaching the rail crossing)

Dorion respectfully request restoration of the previous Approved Plan at this location.

A handwritten signature in black ink, appearing to read "Ed Chambers". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Ed Chambers, Reeve
Township of Dorion

Cc: Hon. Kathryn McGarry, Minister of Transportation
Hon. Chris Ballard, Minister of the Environment and Climate Change
Hon. Michael Gravelle, MPP – Minister of Northern Development and Mines
Hon. Patti Hajdu, Minister of Employment, Workforce Development and Labour
Hon. Bill Mauro, MPP – Minister of Municipal Affairs
Domenica D'Amico, Project Manager - WSP
North Shore Communities and First Nations



May 10, 2018

Reeve Ed Chambers
Township of Dorion
170 Dorion Loop Road
Dorion, ON P0T 1K0

**RE: Highway 11/17 Four-Laning from Ouimet to Dorion
Preliminary Design, Detail Design and Class Environmental Assessment
Study (G.W.P. 135-90-00)**

Dear Reeve Chambers,

Thank you for your interest in the Highway 11/17 Four-Laning from Ouimet to Dorion Preliminary Design, Detail Design and Class Environmental Assessment Study, and attending the second Public Information Centre (PIC) held on February 21, 2018. Please see responses below to the email sent on March 12, 2018.

The Project Team acknowledges the Township's preference that Poplar Lane be moved to the east, opposite to the new Dorion Loop Road West connection. As noted in the first ESR Addendum filed in October 2016, the Ministry undertook a review of the existing crossing at Poplar Lane and continues not to support a significant realignment of Poplar Lane to the West Dorion Loop Road. The Ministry determined the connection for Poplar Lane to the Service Road extension is preferred for the following reasons:

- Provides full access to the four-laned Highway 11/17 for all residents along the Service Road and Poplar Lane;
- Minimizes impacts to natural environment;
- Reduces private property impacts;
- Avoids a new rail crossing for Poplar Lane; and
- Reduces costs by using the existing highway as a service road and avoids costs for a new road connection from Poplar Lane.

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While Poplar Lane is not under the Ministry's jurisdiction, the Ministry is open to possible enhancements to the existing crossing as part of this Detail Design Study (e.g. approach grades, tree clearing, signage), in consultation with the Township of Dorion and the Canadian Pacific Railway (CPR). The Approved Plan provides full access to the four-laned highway via the Service Road for residents along Poplar Lane. In addition, the Detail Design will not preclude the Township of Dorion from undertaking improvements to this intersection in the future.

Notwithstanding the above, the Township's discussions with agencies of government outside of this project can continue to take place and are encouraged but are not deemed part of the MTO's EA process.

If you would like additional details about the study, please visit the project website (<http://www.hwy11-17four-laningfromouimettdorion.ca>) or contact the undersigned toll-free at 1-877-562-7947 or Domenica.DAmico@wsp.com.

Yours truly,

WSP

A handwritten signature in blue ink that reads "D'Amico".

Domenica D'Amico, P.Eng
Project Manager

cc: Rick Inman, MTO
Steven Wall, MTO
Greg Moore, WSP

External Agency Meeting Minutes

Date of meeting: November 8, 2016
Time of meeting: 1:30 p.m.
Location: Township of Dorion
Office
Purpose: Meeting #20 – Dorion
Four-Lane Consultation
Committee

Project: GWP 135-90-00
Highway 11/17 Four Laning
Ouimet to Dorion
Project Number: 3215072
Author: Domenica D'Amico

Attendees:**Office/Section*****Ministry of Transportation***

Rick Inman
Vaughn Ahola

MTO Planning & Design
MTO Planning & Design

***Dorion Four-Lane Consultation
Committee***

Ed Chambers
Wayne Tocheri
Syd Ellis
Marvin Broughton
Bob Beatty
Don Frederickson

Reeve – Township of Dorion
Resident
Resident
Resident
Councillor
Public Works Superintendent

MMM Group Ltd.
Domenica D'Amico

Project Manager, Highways

Item	Details	Action By																																			
20.1	Poplar Lane																																				
a)	Poplar Lane is an existing 2.5-4m wide granular connection to Highway 11/17. The roadway is municipally designated for 0.5km from the highway and provides access to 3 properties (1 occupied, 2 vacant). One of these parcels was last farmed up to 5-6 years ago. There is a stop controlled intersection with the railway. The railway crossing is public and under the jurisdiction of the Township of Dorion. Existing grades are summarized as follows: <ul style="list-style-type: none"> • Railway tracks 3.05% • Approach on north side 1.6% • Approach on south side 7.85% 																																				
b)	The 2014 Transport Canada Grade Crossing Standards state: <ul style="list-style-type: none"> - Difference between the road approach grade and railway must not exceed 2% - Maximum gradient for road approaches must not exceed 2% within 8m of the rail and 5% beyond - Requirements for sightlines at grade crossing with Stop sign are from the stopped position only The Grade Crossing Regulations stipulated that sightline requirements must be in place by November 27, 2021. A copy of the TC guidelines for <i>Determining Minimum Sightlines at Grade Crossings: A guide for Road Authorities and Railway Companies (2015)</i> was left with the Township.																																				
c)	The purpose of the meeting today is to outline the existing conditions at the Poplar Lane railway crossing and to present a preliminary assessment of requirements in accordance with the 2014 TC Grade Crossing Standards. The DFLCCC and the Township are reminded that MTO has no obligation to adjust/improve the existing railway crossing at Poplar Lane to carry out the proposed four-laning plan. The MTO is reviewing the crossing location in response to safety related concerns raised by the Township of Dorion, DFLCCC and local residents. There is no collision data available. Also, the Project Team is not aware of any actions that the Township has taken to address their safety concerns.																																				
d)	The following table summarizes our findings: <table border="1" data-bbox="261 1356 1344 1650" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Poplar Lane</th> <th>Existing Grade</th> <th>SSD* Available</th> <th>SSD* Required</th> <th>Suggested Design Grade ***</th> <th>SSD Available</th> <th>SSD Required</th> </tr> </thead> <tbody> <tr> <td>North Side (10m Medium Size Truck)</td> <td style="color: red;">1.6%</td> <td>325</td> <td style="color: green;">269</td> <td style="color: green;">-1.05%</td> <td>325</td> <td style="color: green;">195**</td> </tr> <tr> <td>North Side (Passenger Vehicle)</td> <td style="color: red;">1.6%</td> <td>325</td> <td style="color: green;">195</td> <td style="color: green;">-1.05%</td> <td>325</td> <td style="color: green;">195**</td> </tr> <tr> <td>South Side (10m Medium Size Truck)</td> <td style="color: red;">7.85%</td> <td>269</td> <td style="color: red;">367</td> <td style="color: green;">2%</td> <td>269</td> <td style="color: green;">269</td> </tr> <tr> <td>South Side (Passenger Vehicle)</td> <td style="color: red;">7.85%</td> <td>269</td> <td style="color: green;">241</td> <td style="color: green;">2%</td> <td>269</td> <td style="color: green;">195**</td> </tr> </tbody> </table> <p style="font-size: small;"> *SSD=Stopping Sight Distance (based on a train speed of 60mph) **195m is the governing minimum sight distance which is required to accommodate peds/cyclists *** In accordance with 2014 TC Grade Crossing Standards </p>	Poplar Lane	Existing Grade	SSD* Available	SSD* Required	Suggested Design Grade ***	SSD Available	SSD Required	North Side (10m Medium Size Truck)	1.6%	325	269	-1.05%	325	195**	North Side (Passenger Vehicle)	1.6%	325	195	-1.05%	325	195**	South Side (10m Medium Size Truck)	7.85%	269	367	2%	269	269	South Side (Passenger Vehicle)	7.85%	269	241	2%	269	195**	
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e)	The above table identifies deficiencies in the existing approach grades as well as the required sightline to the west from the south. There were 2 cases considered: i) the typical passenger vehicle; ii) the 10m vehicle class in order to capture some of the farming or maintenance equipment that will use this road. The improvements to the approach grades suggested above reduce the required sightlines on the south side looking west to 269m which meets the existing available sightlines.																																				

Any omissions or errors in these notes should be forwarded to the author immediately.

f)	The meeting attendees also conducted a site visit and also discussed the need to clear vegetation within the CPR right-of-way. It was noted that visibility down the railway is the responsibility of the railway so there may be opportunities to have the railway authority clear vegetation within their right-of-way.	
g)	The Town expressed concern that the existing SSD was not appropriate for snow plough equipment. They confirmed that the snow plough equipment stops at the bottom of the ~8% grade while negotiating to cross the railway tracks. This position compromises visibility along the tracks to the west. The suggested design improvements include a relatively flat 8m platform immediately adjacent to the tracks which would assist stopped maintenance equipment. It is important to note that the visibility requirements outlined in the 2014 TC Grade Crossing Standards are minimum requirements only.	
h)	The DFLCCC pointed out that the residents along Poplar Lane purchased their properties with the understanding that Poplar Lane was to be realigned opposite Dorion Loop Road West as shown in the 1997 ESR. While the Township continues to support the Poplar Lane realignment on the basis of future lakeshore development, they are reminded that the proposed plan does not preclude access considerations in the future once a development proposal is on the table.	
i)	It was noted that the preliminary ministry estimate to upgrade the existing crossing to be in compliance with the 2014 TC Grade Crossing Standards was approximately \$50,000. The DFLCCC requested that costs for the extension of the Service Road to existing Poplar Lane be provided as a comparison to the cost for the realignment of Poplar Lane.	
j)	<i>Post Meeting Note: The estimated cost for the realignment of Poplar Lane as shown in the 1997 plan is approximately \$700k and the extension of the service road to Poplar Lane is estimated at \$132k including the costs associated with upgrading the rail crossing to meet standards.</i>	
k)	MMM noted that the public review period for the Addendum to the Environmental Study Report (ESR) is underway. If unresolved concerns remain, then a Part II Order (“bump-up”) may be requested from the Ministry of the Environment and Climate Change.	
l)	<i>Post Meeting Note: A total of 12 Bump-Up requests were received.</i>	

The foregoing represents the writer’s understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes; otherwise, they are deemed accepted as written.

Minutes prepared by,
MMM Group



Domenica D’Amico, P. Eng.

cc Roxanne Medendorp, MTO
Greg Moore, MMM Group
Mavis Harris, Clerk-Treasurer
Scott Harris, DFLCCC

Any omissions or errors in these notes should be forwarded to the author immediately.



MEETING REPORT

Date of meeting: November 2, 2017
Time of meeting: 6:00 p.m.
Location: Township of Dorion Office
Purpose: Meeting #26 – Dorion Four-Lane Consultation Committee

Project: GWP 135-90-00
Highway 11/17 Four Laning Ouimet to Dorion
Project Number: 3215072
Author: Domenica D'Amico

Attendees:

Office/Section

Ministry of Transportation

Rick Inman
Paula Grcevic

MTO Planning & Design
MTO Planning & Design

Dorion Four-Lane Consultation Committee

Ed Chambers
Wayne Tocheri
Syd Ellis
Marvin Broughton
Scott Harris
Bob Beatty

Reeve – Township of Dorion
Resident
Resident
Resident
Resident
Councillor

WSP

Domenica D'Amico

Project Manager, Highways

Item	Details	Action By
26.1	The purpose of the meeting was i) to meet conditions outlined in the Part II Order ruling dated September 15, 2017 by the Ministry of the Environment and Climate Change and ii) to ensure the Township of Dorion/Dorion Four-Lane Community Consultation Committee (DFLCCC) is fully informed of the proposed changes to Poplar Lane and for matters related to safety and farm equipment.	
26.2	Public Access	
a)	<p>As part of this study's EA process, the public access locations identified in the 1997 EA Plan were reviewed in consideration of the proposed four-lane highway alignment, existing and planned development (in consideration of the Dorion Official Plan/ Strategic Plan and/or any existing or planned development proposals) and ministry spacing criteria of 3-8 km.</p> <p>Post Meeting Comments: <i>The details of access control may not have been clearly explained at the meeting. The following additional information is provided:</i></p> <p><i>The original 1997 Environmental Study Report (ESR) included a provision to develop access control through a staged approach. In the initial stage, partial access control would apply where the present highway forms part of the new four-lane highway. At these locations, safety and design requirements permitting, all existing field, residential, commercial and public access will be allowed to remain. Access would be limited to right in/right out and new private or commercial accesses would not be permitted. In areas of highway realignment, no private or commercial accesses are permitted. Public access would be considered via at-grade intersections at locations that are compatible with future interchange development and spacing (3-8km). In the future stage, full access control would apply when conversion of the facility to full access control status is needed. In this stage, direct, private or commercial highway access will not be permitted and public road access will be permitted via interchanges only. Access will be carefully controlled to ensure the safety and operability of the new highway as the number and frequency of access points may lead to operational and safety concerns.</i></p> <p><i>More details associated with access control are included in the original Environmental Study Report (1997) (ESR). The ministry will provide a copy of the ESR to the Township of Dorion/DFLCCC.</i></p>	MTO
b)	Service Road	
	One of the other ministry proposed changes to the 1997 EA Plan included a northerly shift in the highway alignment west of Dorion Loop Road. This change resulted in a by-passed portion of the existing highway. This then facilitated a service road connection to provide access to 5 properties along the south side of the existing highway. The connection was then further extended to Poplar Lane whereby the existing at-grade railway crossing could be maintained.	

	<p>The Service Road connection was recommended for the following reasons:</p> <ul style="list-style-type: none"> i) minimizes impacts to natural environment; ii) reduces private property impacts; iii) avoids a new rail crossing at Poplar Lane; and iv) reduces costs by converting the existing highway into a service road and avoids costs for the easterly extension of Poplar Lane. 	
c)	<p>The Township of Dorion/DFLCCC continues to be on record for opposing the connection of Poplar Lane to the Service Road.</p>	
d)	<p>Mr. Tocheri points out that the property owners of the lands required to build the Poplar Lane connection shown in the 1997 plan were not approached. He suggests that there would have been no objection to the land taking.</p> <p>The ministry responded that the preferred alternative and associated property impacts need to be justifiable and defensible as impacted property owners who may appear receptive one moment can change their mind at any time and challenge the ministry through various mechanisms.</p>	
e)	<p>The Township of Dorion/DFLCCC suggests that the length of service road needed to extend to existing Poplar Lane is similar to the 1997 EA plan for the extension of Poplar Lane.</p> <p>The ministry explained that the proposed service road and the new connection for Poplar Lane is comparable or shorter in length to that shown in the 1997 plan. In addition, footprint impacts from a property and a natural environment perspective are significant for a brand new road and fairly low for the rehabilitation of an existing road.</p> <p>Post Meeting Comments: <i>As shown on the attached plans, the length of the proposed service road extension is approximately half of the length of the 1997 Poplar Lane connection.</i></p> <p><i>The quality (e.g. geometry, pavement and gravel structure, drainage, etc.) of the service road (existing Trans-Canada Highway 11/17) will be far superior than the standards for a new municipal roadway.</i></p>	
f)	<p>While the plan does not preclude future development, the Township of Dorion/DFLCCC argues that the Highway 11/17 four-laning plan should include the 1997 Poplar Lane connection as a means to promote/invite future development. Further, 1997 connection would facilitate agricultural/farming uses of land on the south side of the highway.</p> <p>The ministry explained that it is obligated to provide reasonable access for the existing and planned development with consideration to ministry requirements. The ministry does not have a mandate to construct municipal accesses to promote/invite future development along the new four-lane divided Highway 11/17 from Thunder Bay to Nipigon.</p>	

26.3	<i>Poplar Lane At-Grade Railway Crossing</i>	
	<p>The Township of Dorion/DFLCCC continue to have safety related concerns with the existing CP rail crossing at Poplar Lane. Even though the ministry is not the road authority and does not have jurisdiction over Poplar Lane, the ministry has agreed to review the crossing in consultation with the Township of Dorion and CPR.</p> <p>The Ministry completed a review of the existing crossing in accordance with Grade Crossing Regulations (SOR/2014-275) and Transport Canada Grade Crossing Standards (2014).</p> <p>In summary, the ministry’s assessment determined that it appears that the existing crossing meets Regulations associated with basic crossing requirements including visibility sight lines for a Passenger (e.g. car) type design vehicle. The ministry did check visibility requirements for a Single Unit (e.g. snow plow) design vehicle. This review determined potential deficiencies in the sight line distance to the west for vehicles stopped on the south side of the crossing.</p> <p>The potential deficiencies related to visibility at the crossing to the west may be mitigated through additional sight line clearing within the railway right-of-way or flattening the approach grade on the south side. The ministry proposes to improve the north approach of the crossing by providing a smoother connection to the service road and reducing the crossing approach grade. The Ministry continues to impress on the Township of Dorion/DFLCCC that CPR should be contacted directly to address the visibility concerns. The ministry continues to be willing to discuss potential other crossing improvements as part of the ministry four-lane work. The Township of Dorion/DFLCCC position is that money would be better spent constructing a new crossing for Poplar Lane as shown in the 1997 plan.</p> <p>The ministry will provide the Township of Dorion/DFLCCC further details of the existing crossing assessment by the ministry, copy of the Grade Crossing Regulations (SOR/2014-275) and Transport Canada Grade Crossing Standards (2014) and CPR contact information.</p>	WSP
26.4	<i>Slow Moving Vehicles</i>	
a)	<p>The Township of Dorion/DFLCCC has expressed a safety concern related to slow moving vehicles (e.g. snow plow, recreational vehicles, farm equipment, etc) travelling on the new four-lane divided highway.</p> <p>The ministry explained that with two lanes provided in each direction, slower moving farm equipment can be accommodated in the outside lane or on the 3 metre fully paved shoulder as long as they are appropriately equipped in accordance with the Highway Traffic Act. This compares to the existing highway which has one lane in each direction and a 2.5m gravel shoulder of which 0.5m is partially paved. Once in the median, the driver can then negotiate a safe crossing of the opposing lanes of traffic. In addition, the provision of a second lane of travel in each direction will provide more frequent gaps in traffic and allow for through traffic to safely negotiate lane changes or merging operations behind slower moving vehicles.</p>	

Any omissions or errors in these notes should be forwarded to the author immediately.

26.5	Other	
a)	The Township of Dorion/DFLCCC inquired if there was a mechanism to appeal MOECC's ruling. The ministry was not aware of a formal mechanism to appeal the MOECC's ruling. The Township of Dorion/DFLCCC may explore other avenues to reinstate the 1997 Poplar Lane connection.	
b)	The Township of Dorion/DFLCCC will present a summary of the meeting discussions at the November 7 council meeting.	
c)	<p>The Township of Dorion/DFLCCC is concerned with impacts to tax assessment related to property impacts associated with the proposed ministry plan. The Township of Dorion/DFLCCC has determined a preliminary loss of assessment in the order of \$1.5M. The Township of Dorion/DFLCCC requested that the ministry provide a summary list of property takings be provided to them so they can further review these impacts (i.e. number of full buyouts, partial buyouts, etc).</p> <p>While specific details regarding individual property impacts and compensation issues are deemed confidential to the property negotiations between the ministry and individual property owners, the ministry agreed to provide the Township of Dorion/DFLCCC some additional general details associated with property impacts to aid with the tax assessment review.</p>	WSP
d)	Notwithstanding the disagreement at Poplar lane, the ministry requested that the Township of Dorion/DFLCCC continue to work with the Ministry Team to move the project forward. As such, there will be a meeting set up towards the end of November to discuss the proposed new connection between Meyers Road and Birch Lane.	
e)	It was also noted that there will be a formal road transfer process after construction of the new side road connections is completed. At this time, the Township of Dorion will be able to make their case if they feel additional compensation is required to address future road needs and maintenance costs.	

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes; otherwise, they are deemed accepted as written.

Minutes prepared by,
WSP



Domenica D'Amico, P. Eng.

cc Roxanne Medendorp, MTO
Greg Moore, MMM Group
Mavis Harris, Clerk-Treasurer

Any omissions or errors in these notes should be forwarded to the author immediately.



MEETING REPORT

Date of meeting: December 15, 2017 **Project:** GWP 135-90-00
Time of meeting: 10:00 a.m – 12:30 p.m. Highway 11/17 Four Laning
Location: Meeting room – Fire hall Ouimet to Dorion
Purpose: Meeting #30 – Dorion **Project Number:** 3215072
Four-Lane Consultation **Author:** Domenica D'Amico
Committee

Attendees:

Office/Section

Ministry of Transportation

Rick Inman
Paula Grcevic

MTO Planning & Design
MTO Planning & Design

Dorion Four-Lane Consultation Committee

Ed Chambers
Syd Ellis
Marvin Broughton
Bob Beatty
Don Fredrickson

Reeve – Township of Dorion
Resident
Resident
Councillor
Public Works

WSP

Domenica D'Amico

Project Manager, Highways

Item	Details	Action By
30	<p>The 1997 four-lane plan did not include access from Birch Lane to the new four-lane highway. Closure of Birch Lane would impact access to the development on 2 existing properties. The ministry agreed to further review access to Birch Lane as a result of concerns raised at Public Information Centre #1 by the Township of Dorion, local residents and impacted property owners. This commitment was included in the Addendum (October 2016) to the 1997 Environmental Study Report (ESD).</p> <p>The purpose of the meeting was i) to present the Birch Lane Connection design and findings to the Dorion Four-Lane Community Consultation Committee (DFLCCC) ii) to review and discuss the sideroad connections, designs, surface treatments and municipal road transfers.</p>	
30.1	Birch Lane Connection	
a)	<i>Design Summary</i>	
	<p>The Birch Lane connection is currently proposed as a 2-lane granular roadway with 3.0m wide lanes, 1m shoulders and 0.5m rounding for a total approximate length of 740m. The road standards are based on a 60km/h rural local road. Culverts are proposed at Streams E and F. The Meyers Road tie-in location will require a large cut to be carried out with 3:1 slopes for stability and erosion control. The grading footprint will require a right-of-way width varying between 40-70m. A copy of the current design plan and profile were distributed at the meeting.</p> <p>D. Fredrickson expressed concern with the proposed 8% slope in terms of snow clearing operations. WSP noted that the 8% gradient is over a short section (40m) and is within acceptable standards for local rural roads. Also, the proposed road profile/alignment was set to minimize encroachment onto the TransCanada Pipeline easement and to optimize material (cut/fill) balance.</p> <p>There was extensive discussion regarding the need for a cul-de-sac on the north side of the Birch Lane connection (i.e. to the south of the railway crossing). Given the potential encroachment onto the railway right-of-way, it was agreed that a cul-de-sac was not required. As such, the existing driving surface for Birch Lane may be converted into a driveway for Search 59. WSP to review.</p>	WSP
b)	<i>Consultation</i>	
	<p>The Birch Lane connection as presented was refined based on input received by both impacted and adjacent property owners. The refinements were largely related to shifting the location of the east tie-in northerly (i.e. closer to the CP tracks).</p>	
c)	<i>Addendum to the 1997 Environmental Study Report (ESR)</i>	
	<p>The Birch Lane connection will be subject to filing a second Addendum to the 1997 ESR and a 30-day public review period. In the absence of any Part II orders, environmental clearance will be issued and property acquisitions will be initiated. MTO requested that a council resolution in support of the Birch Lane connection be passed in advance of the addendum filing (currently scheduled for Jan. 22).</p>	Township of Dorion

Any omissions or errors in these notes should be forwarded to the author immediately.

d)	<p><i>Closure of existing Birch Lane and transfer of new connection to Township of Dorion</i></p>	
	<p>The DFLCCC suggested that the segment of Birch Lane off of existing Highway 11/17 should not be closed as it provides access to Search 54 and would continue to make this a viable parcel (although currently owned by MTO). The township seemed agreeable to granting an entrance to this parcel off of the proposed Spruce Lane extension as an alternative. As such, it was agreed that Birch Lane will be closed from the existing highway southerly to the railway crossing. Access to the Search 59 will be off of existing Birch Lane, north of the Birch Lane connection.</p> <p>The section of Birch Lane to the south of the proposed Birch Lane connection will remain as a municipal road as it provides access to a single residential property. However, Birch Lane does not appear to be a designated municipal road south of the CP railway as there are no property boundaries to delineate the road limits. Township of Dorion will need to confirm its legal status.</p> <p>The Township agreed that no changes to existing practices for road maintenance and snow clearing operations (including improvements to the existing snow plough turnaround off of Birch Lane) would be required for the remaining section of Birch Lane.</p> <p>It was noted that the drainage design would ensure that existing ditches would be cleaned out or re-graded within the municipal limits as required to maintain positive drainage.</p> <p>The Township of Dorion agrees in principle to assume maintenance responsibility of the Birch Lane connection following construction. Formal road transfer discussions between the Ministry and the Township of Dorion will also be initiated at the completion of construction work.</p>	
30.2	<u>Meyers Road</u>	
a)	<p>Meyers Road is currently proposed as a 2-lane granular roadway with 3.25m wide lanes, 1m shoulders and 0.5m rounding for a total approximate length of 650m. Meyers Road will be paved to the back of the radii at the intersection with the four-laned Highway 11/17. The road standards are based on a 70km/h design speed. A new culvert is proposed at Stream D. Right-of-way width will vary between 30-54m in order to accommodate the grading footprint.</p> <p>It was agreed that existing Meyers Road East will be closed over the length of the realignment. No closure of Meyers Road West is required as construction is proposed to occur over existing roadway.</p>	
b)	<p>The Township of Dorion agrees in principle to assume maintenance responsibility of the new connections for Meyers Road East and West following construction. Formal road transfer discussions between the Ministry and the Township of Dorion will also be initiated at the completion of construction work. Township of Dorion will review maintenance arrangement with the owner/operator of the RV park for the realignment of Meyers Road East.</p>	

30.3	<u>Ouimet Canyon Road and Spruce Lane</u>	
a)	<p>Ouimet Canyon Road is currently proposed as a 2-lane paved facility with 3.5m wide lanes, 1m shoulders and 0.5m rounding for a total approximate length of 1100m. The road standards are based on an 80km/h design speed. A standard right-of-way width of 40m is proposed. There is one culvert proposed at Tributary G.</p> <p>Spruce Lane will be designed to carry 2-3.25m lanes with 0.5m shoulders. The extension of Spruce Lane is proposed to be approximately 250m in length. Right-of-way width is 56m. There will be no paved apron off of Ouimet Canyon Road at Spruce Lane.</p> <p>It was proposed that existing Ouimet Canyon would be closed between existing Highway 11/17 and the north tie-in. Existing pavement will be removed within these limits as part of MTO's contract.</p>	
b)	<p>The Township of Dorion agrees in principle to assume maintenance responsibility of the new connections for Ouimet Canyon Road and Spruce Lane following construction. Formal road transfer discussions between the Ministry and the Township of Dorion will also be initiated at the completion of construction work.</p>	
30.4	<u>Dorion Loop Road and Dorion Loop Road Connection</u>	
a)	<p>Dorion Loop Road and the connection road are currently proposed as a 2-lane paved facility with 3.25m wide lanes, 1m shoulders and 0.5m rounding. The road standards are based on an 80km/h and 70km/h design speed respectively. Right-of-way widths vary from 30-47m to accommodate grading. Dorion Loop Road is proposed to be approximately 520m in length while the Connection Road is roughly 35m long.</p> <p>The DFLCCC noted that the water feature immediately adjacent to the church property that crosses existing Dorion Loop Road is Boulter's Creek and that the water feature that runs parallel to existing Dorion Loop Road is its tributary. It was noted that the Township has installed a relief culvert on Dorion Loop Road to accommodate flows from Boulter's Creek during large storm events and for spring runoff. There are 3 culverts proposed along the realigned Dorion Loop Road and the connection. Given the size of the watershed, the culvert sizes are proposed to have spans greater than 3m which is substantially greater than existing culvert sizes.</p> <p>It was noted that the new pavement structure will be transitioned over 5-10m to match into the existing driving surface on Dorion Loop Road. MTO would be open to paving the existing Dorion Loop Road at the township's cost as part of the four-laning contract.</p> <p>D. Fredrickson inquired about the need for guiderail or signage at the proposed cul-de-sac at Dorion Loop Road. WSP confirmed that there will be a small sign installed at this location.</p>	

b)	<p>The Township of Dorion agrees in principle to assume maintenance responsibility of the new connection for the Dorion Loop Road West following construction. Formal road transfer discussions between the Ministry and the Township of Dorion will also be initiated at the completion of construction work.</p>	
	<p><i>Post Meeting Note: The entrance into the church property will be extended to come off of realigned Dorion Loop Road. The remnant road segment between the Dorion Loop Road connection and the realigned Dorion Loop Road will be decommissioned and there will be a new channel cut at the Boulter's creek crossing. Updated drawings will be provided.</i></p>	WSP
30.5	Service Road	
a)	<p>The recommended Highway 11/17 four-lane plan includes a section of the existing highway that will be retained as a municipal service road. The existing passing lane through this stretch will be removed and a 2-lane roadway will remain to provide access to eight properties.</p> <p>D. Fredrickson recommended that chip seal be used as the surface treatment for the Service Road given that granular or asphalt would be costly to maintain. It was suggested that the cost to carry chip seal in MTO's contract may be exorbitant based on the limited quantity. The township will review the opportunity to include the chip seal surface treatment on the Service Road as part of a municipal contract with larger quantities. Costs would then be apportioned to MTO accordingly.</p> <p>It was noted that the MTO contract will not include end-result pavement design with 7-year warranty. The pavement structure has been designed and prescribed in the contract. Standard warranty clauses as per the General Contract Conditions would apply in this case.</p>	
b)	<p>The proposed Service Road would provide access to the new four-lane highway to 4 existing residences. As such, the Ministry proposed to transfer the Service Road to the Township of Dorion following construction. The Township of Dorion was reminded that the concept of the service road was largely driven to maintain access to the 4 residential properties which likely would have otherwise been bought out and resulted in further assessment losses for the Township of Dorion. MTO suggested that the Township of Dorion could request funding to cover an additional round of chip seal as part of the road transfer process in an attempt to offset the burden to their operations budget. The Township of Dorion will review their position with respect to ownership and maintenance of the Service Road.</p>	Township of Dorion
30.6	Other	
a)	<p>The Township of Dorion was requested to review road names for the new / existing portions of road segments including Birch Lane Connection, Service Road and Dorion Loop Road.</p>	Township of Dorion
b)	<p>The Township of Dorion will need to present the details of the sideroad treatments and proposed closures to Council for endorsement. Council meetings are scheduled for January 9 and 23, 2018.</p>	Township of Dorion

c)	The Township of Dorion/DFLCCC inquired if there will be an open Question and Answer (Q&A) period hosted at the upcoming Public Information Centre. D. D'Amico suggested that the PIC will largely focus on grading, driveway and drainage details at individual properties which can be more easily facilitated by one-on-one discussions. R. Inman suggested that WSP could provide a brief presentation at set times throughout the open house however the open Q&A format is not typically or widely used by MTO for PICs. MTO will review the DFLCCC's request internally and advise.	MTO
d)	The Part II Order review by the Ministry of the Environment and Climate Change (MOECC) has delayed the construction start from the spring of 2018 to the spring of 2019. The Ministry stressed the importance of completing the design work and starting construction as the condition of the existing CP bridge continues to deteriorate and be of concern to the Ministry.	
e)	The existing bridge over the CP railway will be removed as part of MTO's contract. Sections of the by-passed existing 2-laned highway will be decommissioned if not required for access to existing utilities. Culverts within these by-passed sections of highway will be removed and open channels will be cut.	
f)	D. Fredrickson has requested that a list of proposed sideroad culvert locations and sizes be provided to the township.	WSP
g)	It was also noted that there will be a formal road transfer process after construction of the new side road connections is completed. At that time, the Township of Dorion will be able to make their case if they feel additional compensation is required to address future road needs and maintenance costs.	

The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties attending, please notify the undersigned within 48 hours of receiving these minutes; otherwise, they are deemed accepted as written.

Minutes prepared by,
WSP



Domenica D'Amico, P. Eng.

cc Roxanne Medendorp, MTO
 Greg Moore, MMM Group
 Mavis Harris, Clerk-Treasurer

Any omissions or errors in these notes should be forwarded to the author immediately.



MEETING NOTES

JOB TITLE	GWP 135-90-00 Highway 11/17 Four Laning Ouimet to Dorion		
PROJECT NUMBER	15M-00592-00-0DD-HWY	DATE	June 5, 2018
TIME	10:00am-noon	VENUE	Dorion Municipal offices
SUBJECT	Poplar Lane Railway Crossing and Public Road Closings		

ATTENDEES		
Name	Company	Email
Ed Chambers	Township of Dorion	nodabed@sympatico.ca
Mavis Harris	Township of Dorion	mavis@doriontownship.com (part-time)
Bob Beatty	Township of Dorion	
Don Frederickson	Township of Dorion	
Wayne Tocheri	DFLCCC	
Rick Inman	MTO	Rick.inman@ontario.ca
Domenica D'Amico	WSP	Domenica.damico@wsp.com

ADDITIONAL DISTRIBUTION
Name
DFLCCC members

MATTERS ARISING	ACTION
1.0 REVIEW OF EXISTING POPLAR LANE CROSSING	
1.1 Meeting attendees convened at the Poplar Lane at-grade railway crossing to review existing conditions. The memo " <i>Poplar Lane – Existing CP Rail Crossing</i> " dated November 2017 previously submitted to the Township of Dorion and the DFLCCC was reviewed in detail. Salient points of the discussion are summarized below: <ul style="list-style-type: none">– The railway authority is responsible for sight lines within the railway right-of-way and over land adjoining the railway right-of way. This includes removal of vegetation that obstruct sightlines.– The road authority (in this case, the Township of Dorion) is responsible for vegetation removal within the sight triangles of the road intersection with the at-grade railway crossing.– The design vehicle considered 2 options: i) Passenger vehicle and ii) Single Unit Vehicle (to closely emulate snow plow, grader and farm equipment operations).	
1.2 A review of existing conditions in accordance to the Crossing Regulations and Crossing Standards identifies the following potential improvements: <ul style="list-style-type: none">– Additional granular material on the south side between the tracks and road to address about a 2.5" lip (Dorion)	

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MEETING NOTES

	<ul style="list-style-type: none"> – Requirement to add a reflective strip on the front and back of the railway crossing sign post (CP) – Adjustment to the mounting height of the stop sign on the south and north approaches as the stop sign appears to be too close to the railway sign blades (CP) – Consideration for a “stop sign ahead” or a “railway crossing ahead” sign on the south approach (CP) – Sightline to the west does not meet regulations for a SU vehicle on the south side. To mitigate this concern, additional clearing within the railway ROW (looking west) (CP) and flattening the grade on the south approach will mitigate this concern (in its entirety) (Dorion). MTO has indicated that the re-grading of the south approach could be completed as part of the four-laning contract. 	
1.3	Township of Dorion will pursue this potential list of improvements with CP and use supporting documentation from MTO and WSP (attached to minutes of meeting).	
2.0	ROAD CLOSINGS	
2.1	<p>The Ministry has initiated the public road closing process for the above project. Subject to the approval of the Local Planning Appeal Tribunal (formerly the Ontario Municipal board), the Minister may close any road or roads not under the jurisdiction or control of the Ministry of Transportation where they intersect or run into a controlled-access highway. Generally, the following steps are anticipated:</p> <ul style="list-style-type: none"> – MTO to advise Municipality of Road Closings (we are here) – MTO to initiate internal RC Process – MTO to prepare RC Request Form (including plans) and secure Regional approval – MTO Prepares Application (MTO Legal Services) – MTO to Submit Application to LPAT (by MTO Legal Services) – LPAT Instructions – Public Notice – Hearing (if required) – LPAT Ruling (if required) <p>The process could take 8-12 months.</p>	
2.2	Township of Dorion has acknowledged receipt of this request and has passed a council resolution in support of the proposed road closings at Meyers Road, Birch Lane and Dorion Loop Road East. It was noted that the closure of Birch Lane beyond MTO's proposed right-of-way line on the south side will need to be pursued by Dorion and will not be covered off by MTO's process. <i>Post Meeting Note: Hydro One has confirmed that they do not have any concerns with the closure of the at-grade railway crossing along Birch Lane.</i>	
2.3	There is a possibility that the MTO property at Search 54 (formerly Maidment) could be put up for resale. The township would have to grant access to the property off the Birch Lane road allowance although it will be closed as a public road.	
3.0	NEXT STEPS	
3.1	MTO has agreed to provide a detailed review of the existing assets and furniture along the existing Highway 11/17 section that will be retained as the Service Road as part of the four-laning plan. This will include culverts, guiderail and surface treatment.	

These minutes are considered to be accurate recording of all items discussed. Written notice of discrepancies, errors or omission must be given within seven (7) days, otherwise the minutes will be accepted as written.

NEXT MEETING

An invitation will be issued if an additional meeting is required.

Waterbody	Flow	Thermal Regime	Fish Habitat	Fish Species Present	Substrate Type	Vegetation	Important, Exceptional Fish Habitat	SAR / Critical Habitat Present	Permissible In-water Works Timing Window
				Sculpin sp. Fathead Minnow, Northern Redbelly Dace		dominated forest	Superior Salmonid populations		
Tributary I-1 Dorion Loop Road Connection	Permanent	Cold	Indirect	MNRF (2015): No data available Field (WSP, 2016): No fish observed or collected	Mainly clay with silt and detritus	Instream: none Riparian: meadow species, herbaceous species, low shrubs, poplar dominated forest	None identified (WSP, 2016) MNRF Thunder Bay indicated all streams in study area have a high probability of being migratory routes and/or nursery grounds for Lake Superior Salmonid populations	None	June 16 – August 31