

Appendix J

Consultation Log

Record of Communication with Key Audiences

Political Representation

Table 1 Record of communication with political representatives

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people involved)	Content of communication
Notice of Study Commencement	02/07/2023	Eric Duncan, MP	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Nolan Quinn, MPP	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Justin Towndale, City of Cornwall Mayor	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of PIC #1	08/07/2024	Eric Duncan, MP	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Nolan Quinn, MPP	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #2	02/25/2025	Eric Duncan, MP	Email from GHD	Email notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Nolan Quinn, MPP	Email from GHD	Email notification of PIC #2	N/A		

Provincial Government

Table 2 Record of communication with provincial agencies

Purpose of communication	Original communication				Response to original communication			GHD/the City's response
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people involved)	Content of communication	
Notice of Study Commencement	02/07/2023	Ministry of Environment, Conservation and Parks	Email from GHD	Email introducing project, Notice of Study Commencement and project information form	02/09/2024	Email from Jon Orpana	Standard preliminary comments including list of Indigenous communities with which at a minimum are expected to be consulted, information about species at risk and a number of hyperlinks and resources for reference as we undertake the MCEA study(ies).	Response TBD
Notice of Study Commencement	02/07/2023	Ministry of Natural Resources and Forestry	Email from GHD	Email introducing project and Notice of Study Commencement	02/13/2024	Email from Jody Marks	Standard preliminary comments including information and a number of hyperlinks and resources for reference regarding natural heritage, natural hazards, the Petroleum Wells & Oil, Gas and Salt Resources Act, Fish and Wildlife Conservation Act, and the Public Lands Act & Lakes and Rivers Improvement Act.	No response required

Purpose of communication	Original communication				Response to original communication			GHD/the City's response
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people involved)	Content of communication	
Notice of Study Commencement	02/07/2023	Ministry of Agriculture, Food and Rural Affairs	Email from GHD	Email introducing project and Notice of Study Commencement				
Notice of Study Commencement	02/07/2023	Ministry of Tourism, Culture and Sport (Heritage Tourism and Culture Division)	Email from GHD	Email introducing project and Notice of Study Commencement	03/08/2024	Email from Erika Leclerc	<p>Identifying Cultural Heritage Resources - While some cultural heritage resources may have already been formally identified, others may be identified through screening and evaluation.</p> <p>Archaeological Resources - Projects must screen for archaeological potential using the Ministry's criteria. If potential is identified, a licensed archaeologist must conduct an Archaeological Assessment (AA) under the Ontario Heritage Act (OHA), and reports must be submitted to the Ministry of Citizenship and Multiculturalism (MCM).</p> <p>Built Heritage Resources and Cultural Heritage Landscapes - If potential for these exists, a Cultural Heritage Report (covering existing conditions and preliminary impacts) should be prepared early in the planning phase. Further assessments can occur after selecting preferred alternatives.</p> <p>Community and Indigenous Input- Engage local communities (e.g., municipal committees, historical societies) to identify cultural heritage resources. Indigenous communities should be consulted for insights on resources of importance to them.</p> <p>Environmental Assessment Reporting - Incorporate cultural heritage studies and recommendations into EA reports. Notify MCM if studies are undertaken and submit documentation before issuing a Notice of Completion or starting work. Include checklists and supporting documents if no resources or impacts are identified.</p> <p>Administrative Notes - Heritage responsibilities have transitioned from the Ministry of Tourism, Culture and Sport (MTCS) to MCM. Continue submitting reports and notices to designated MCM contacts (Karla Barboza and Erika Leclerc).</p>	GHD responded to the email to thank Erika for the response. Further responses TBD.
Notice of Study Commencement	02/07/2023	Ministry of Transportation Regional Offices	Email from GHD	Email introducing project and Notice of Study Commencement	02/09/2024	Email from Chantel Brayall, cc'd Kartik Suresh and Tarique kamal	The ministry has determined that the subject road is not within MTO's permit control area and the proposed study is far enough from any future interchange or Hwy 401 improvements.	GHD responded to the email to thank Chantel for the response.
Notice of PIC #1	08/07/2024	Ministry of Transportation	Email from GHD	Email notification of PIC #1	08/13/2024	Cameron Bevers, with Scott Morrison copied	Identified that part of the projects study area includes a section of Brookdale Avenue designated as a Municipal Connecting Link, as defined under the <i>Public Transportation and Highway Improvement Act</i> . MTO endorsements are required for some aspects of the roadway, including any proposed changes to the traffic signal layouts (PHM-125 drawings) or proposed changes to municipal traffic by-laws pertaining to Brookdale Avenue. Advised the Project Team to meet with MTO Traffic Office as soon as possible to discuss the City's proposed changes.	
Notice of PIC #1	08/07/2024	Ministry of Environment, Conservation and Parks	Email from GHD	Email notification of PIC #1	N/A			
Notice of PIC #1	08/07/2024	Ministry of Natural Resources and Forestry	Email from GHD	Email notification of PIC #1	N/A			
Notice of PIC #1	08/07/2024	Ministry of Agriculture, Food and Rural Affairs	Email from GHD	Email notification of PIC #1	N/A			

Purpose of communication	Original communication				Response to original communication			GHD/the City's response
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people involved)	Content of communication	
Notice of PIC #1	08/07/2024	Ministry of Tourism, Culture and Sport (Heritage Tourism and Culture Division)	Email from GHD	Email notification of PIC #1	N/A			
Notice of PIC #1	08/07/2024	Ministry of Transportation Regional Offices	Email from GHD	Email notification of PIC #1	N/A			
Notice of PIC #2	02/25/2025	Ministry of Transportation	Email from GHD	Email notification of PIC #2	N/A			
Notice of PIC #2	02/25/2025	Ministry of Transportation Regional Offices	Email from GHD	Email notification of PIC #2	N/A			
Notice of PIC #2	02/25/2025	Ministry of Environment, Conservation and Parks	Email from GHD	Email notification of PIC #2	N/A			
Notice of PIC #2	02/25/2025	Ministry of Natural Resources and Forestry	Email from GHD	Email notification of PIC #2	N/A			
Notice of PIC #2	02/25/2025	Ministry of Agriculture, Food and Rural Affairs	Email from GHD	Email notification of PIC #2	N/A			
Notice of PIC #2	02/25/2025	Ministry of Tourism, Culture and Sport (Heritage Tourism and Culture Division)	Email from GHD	Email notification of PIC #2	N/A			

Regional/Municipal Governments

Table 3 Record of communication with regional/municipal representatives

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people involved)	Content of communication
Notice of Study Commencement	02/07/2024	Public Health Unit: Eastern Ontario Health Unit	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2024	Raisin Region Conservation Authority	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	United Counties of Stormont, Dundas and Glengarry	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of PIC #1	08/07/2024	United Counties of Stormont, Dundas and Glengarry	Email from GHD	Email notification of PIC #1	N/A		

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people Involved)	Content of communication
Notice of PIC #1	08/07/2024	Public Health Unit: Eastern Ontario Health Unit	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Raisin Region Conservation Authority	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #2	02/25/2025	United Counties of Stormont, Dundas and Glengarry	Email from GHD	Email notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Public Health Unit: Eastern Ontario Health Unit	Email from GHD	Email notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Raisin Region Conservation Authority	Email from GHD	Email notification of PIC #2	N/A		

Indigenous Nations

Table 4 Record of communication with Indigenous Nations

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date of sent	Method of communication (people Involved)	Content of communication
Notice of Study Commencement	02/07/2023	Anishnabe Algonquin Nation	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Métis Nation of Ontario	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Mohawk Council of Akwesasne, Aboriginal Rights and Research Office	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Huron-Wendat First Nation	Email from GHD	Email introducing project and Notice of Study Commencement	N/A		
Notice of PIC #1	08/07/2024	Huron-Wendat First Nation	Email from GHD	Email notification of PIC #1	08/27/2024	Email from Benjamin Labbe to Shelly Reed, with Vanessa Skelton, Jason Endrawis and Stan Hum copied	Request to review the stage 1 archaeological assessment. Inquiry on funding availability for the review.
					09/09/2024	Email from Shelly Reed to Benjamin Labbe, with Vanessa Skelton, Jason Endrawis and Stan Hum copied	The City will enter into an agreement. Requested the standard agreement to be sent to the Project Team
					09/10/2024	Email from Benjamin Labbe to Shelly Reed, with Vanessa Skelton, Jason Endrawis and Stan Hum copied	Request for project developers to sign a quote and an invoice will be sent after the report revision is complete. A quote was attached to the email.
					09/25/2024	Email from Shelly Reed to Benjamin Labbe, with Vanessa Skelton, Jason Endrawis and Stan Hum copied	An approved/signed document of the quote was attached.
					09/26/2024	Email from Benjamin Labbe to Shelly Reed, with Vanessa Skelton, Jason Endrawis and Stan Hum copied	Request for the stage 1 archaeological assesment to be sent by email.

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date of sent	Method of communication (people Involved)	Content of communication
					09/26/2024	Email from Shelly Reed to Benjamin Labbe, with Vanessa Skelton, Jason Endrawis and Stan Hum copied	Stage 1 archaeological assessment was sent
Notice of PIC #1	08/07/2024	Anishnabe Algonquin Nation	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Métis Nation of Ontario	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Mohawk Council of Akwesasne, Aboriginal Rights and Research Office	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #2	02/25/2025	Anishnabe Algonquin Nation	Email from GHD	Email notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Métis Nation of Ontario	Email from GHD	Email notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Mohawk Council of Akwesasne, Aboriginal Rights and Research Office	Email from GHD	Email notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Huron-Wendat First Nation	Email from GHD	Email notification of PIC #2	N/A		

School Boards

Table 5 Record of communication with school boards

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people Involved)	Content of communication
Notice of Study Commencement	02/07/2023	Upper Canada District School Board	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Catholic District School Board of Eastern Ontario	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Conseil de District Catholique de L'Est Ontarien	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Conseil des Ecoles Publiques de L'Est de L'Ontario	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of PIC #1	08/07/2024	Upper Canada District School Board	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Catholic District School Board of Eastern Ontario	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Conseil de District Catholique de L'Est Ontarien	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Conseil des Ecoles Publiques de L'Est de L'Ontario	Email from GHD	Email notification of PIC #1	N/A		

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people Involved)	Content of communication
Notice of PIC #2	02/25/2025	Upper Canada District School Board	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Catholic District School Board of Eastern Ontario	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Conseil de District Catholique de L'Est Ontarien	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Conseil des Ecoles Publiques de L'Est de L'Ontario	Letter from City of Cornwall	Notification of PIC #2	N/A		

First Responders/Public Transit

Table 6 Record of communication with first responders

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people Involved)	Content of communication
Notice of Study Commencement	02/07/2023	Chief of Police	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Chief of Cornwall Fire Services	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Chief of EMS	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Division Manager of Cornwall Transit	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	02/16/2024	Email from Jean Marcil to Emma Vanier	Request to add 2 staff members to the project contact list
Notice of PIC #1	08/07/2024	Chief of Police	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Chief of Cornwall Fire Services	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Chief of EMS	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Division Manager of Cornwall Transit	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #2	02/25/2025	Chief of Police	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Chief of Cornwall Fire Services	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Chief of EMS	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Division Manager of Cornwall Transit	Letter from City of Cornwall	Notification of PIC #2	N/A		

Utilities

Table 7 Record of communication with utilities

Purpose of communication	Original communication				Response to original communication		
	Date sent	Agency member contacted	Method of communication	Content of communication	Date	Method of communication (people Involved)	Content of communication
Notice of Study Commencement	02/07/2023	Cornwall Electric	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Enbridge Gas	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Cogeco	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of Study Commencement	02/07/2023	Trans Northern Pipeline	Letter from City of Cornwall	Letter introducing project and Notice of Study Commencement	N/A		
Notice of PIC #1	08/07/2024	Cornwall Electric	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Enbridge Gas	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Bell	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Cogeco	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Rogers	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Trans Northern Pipeline	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #1	08/07/2024	Hydro One	Email from GHD	Email notification of PIC #1	N/A		
Notice of PIC #2	02/25/2025	Cornwall Electric	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Enbridge Gas	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Bell	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Cogeco	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Rogers	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Trans Northern Pipeline	Letter from City of Cornwall	Notification of PIC #2	N/A		
Notice of PIC #2	02/25/2025	Hydro One	Letter from City of Cornwall	Notification of PIC #2	N/A		

Service Clubs

Table 8 Record of communication with service clubs

Purpose of communication	Communication				
	From	To	Agency member contacted	Method of communication	Content of communication
Landscaping strategy	05/26/2025	2025-09-16	Rotary Club of Cornwall	Email from the City, meetings	Consultation and collaboration with the Rotary Club of Cornwall regarding the Brookdale Avenue landscaping strategy and gateway feature, including initial outreach, meetings to review and refine design concepts, ongoing liaison, with final communication indicating that Lee Cassidy stated Graham Sheppard, President of the Rotary Club of Cornwall, will draft a letter to the City in support of Concept D.