
From: Dina Graser [/O=GOTRANSIT/OU=POSTOFFICE/CN=RECIPIENTS/CN=DINA.GRASER]
Sent: 3/6/2012 3:09:42 PM
To: Meghan.Brien@metrolinx.com [meghan.brien@metrolinx.com]; Andrea.Gusen@metrolinx.com [andrea.gusen@metrolinx.com]
Subject: Re: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting
Attachments: image001.gif; image002.jpg; image003.png

Yes. Correct the typo in Whitchurch-Stouffville name. But we should think about designing a friendlier look for these ads going forward.

D

From: Meghan Brien
Sent: Tuesday, March 06, 2012 09:03 AM
To: Dina Graser; Andrea Gusen
Subject: FW: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting

Hi Dina,

Can I send this along to Debbie?

Thanks,
Meghan

From: Meghan Brien
Sent: Monday, March 05, 2012 2:06 PM
To: Dina Graser
Subject: FW: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting
Both George and Byron said it should remain as "facility"- (it is a facility) but noted Judy's comments.

Here is the notice for barrie.....is pretty much the same.

From: Byron Perry
Sent: Monday, March 05, 2012 12:07 PM
To: Meghan Brien
Cc: Amr Eid; George Atikian
Subject: RE: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting
The Project description on all documents including the Project Charter document, drawings, Clarity Project Title, Contract Title all reference Train Fuelling Facility. We essentially would have to change all of these documents to reflect the same information. For that reason I would suggest keeping the reference to "facility."

Regards,

Byron Perry
Project Coordinator
Rail Facilities
GO, a Division of METROLINX

20 Bay Street, 18th Floor
Toronto, ON M5J 2W3
Office: (416) 869-3600 ext. 5125
Fax: (416) 869-1563
Cell: (416) 770-8294
byron.perry@gotransit.com

From: Meghan Brien
Sent: Monday, March 05, 2012 11:58 AM
To: Byron Perry
Cc: Amr Eid; George Atikian
Subject: RE: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting
I confirmed. Will do.

George and Amr- are you okay with the ad to go as is? Can you decide on any actions per Judy's inquiry re calling it a facility?

Meghan

From: Byron Perry
Sent: Monday, March 05, 2012 11:52 AM
To: Meghan Brien
Cc: Amr Eid; George Atikian
Subject: RE: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting
This morning, I contacted the Town's general information line to make the enquiry about the Council Chambers location and they confirmed that it was at 111 Sandiford Drive. They indicated that they moved approximately one year ago. The switchboard tel. number is 1-855-642-8697.

Regards,

Byron Perry
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Cell: (416) 770-8294
byron.perry@gotransit.com

From: Meghan Brien
Sent: Monday, March 05, 2012 11:37 AM

To: Byron Perry

Cc: Amr Eid; George Atikian

Subject: RE: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting

On the website and any council meeting documents, the address I included in the ad is the address referenced- who can I contact to clarify?

From: Byron Perry

Sent: Monday, March 05, 2012 11:14 AM

To: Meghan Brien

Cc: Amr Eid; George Atikian

Subject: FW: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting

Hi Meghan,

The address needs to be changed to;

**111 Sandiford Drive,
Stouffville, ON
L4A 0Z8**

Regards,

Byron Perry

Project Coordinator

Rail Facilities

GO, a Division of METROLINX

20 Bay Street, 18th Floor

Toronto, ON M5J 2W3

Office: (416) 869-3600 ext. 5125

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Cell: (416) 770-8294

byron.perry@gotransit.com

From: Meghan Brien

Sent: Monday, March 05, 2012 10:49 AM

To: Trina Melatti; Dina Graser; Andrea Gusen

Cc: Tom Aylward-Nally; Robert Pasiak; Byron Perry

Subject: FW: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting

Hi all,

Please see the draft letter to Councillor Hilton at the Town of Whitchurch-Stouffville attached. This is very similar to the letter we sent to the City of Barrie councillors on the fuelling project there. I will tailor and send a letter to each of the six councillors in the area.

Also attached is the draft letter to the local residents association and to the 4 neighboring residents and Granite Golf Club (see aerial attached); they are all alike in content and tone.

If you could please respond with any comments by Wednesday morning, I would like to get this out by end of day Wednesday.

Thanks,
Meghan

From: Meghan Brien
Sent: Monday, March 05, 2012 10:11 AM
To: Byron Perry; Amr Eid; George Atikian; Trina Melatti; Dina Graser; Judy Knight
Cc: Robert Pasiak
Subject: RE: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting

All,

Please see attached the final draft of the Notice for the Lincolnville Fuelling Facility Public Open House, scheduled for March 22nd at the Town of Whitchurch Stouffville. If you any comments, please send them back to me directly by end of today.

Thanks,
Meghan

From: John P. Does [<mailto:jdoes@rvanderson.com>]
Sent: Friday, March 02, 2012 4:24 PM
To: Byron Perry
Cc: Meghan Brien; Rene Siguenza; Deborah Weeden
Subject: FW: 112404-Lincolnville Layover Fuelling Facility - Public Open House Meeting
Byron

Attached are two versions of the Key Map for your selection.

The legend color is changed to white, and the title has been changed to Lincolnville Fuelling Facility Site.

The layover is bound by York/Durham Line and the existing mainline. It is not bound by Tenth Line as indicated in Meghan's email.

The key map has been zoomed to include Bloomington only.

In addition, attached is an aerial photo of the area with locations of residences in the vicinity. We used this for the noise study. I think this would satisfy for those within 30 metres of the site as GO is suggesting for the notifications. The challenge is that if it is mailed out by postal code, we believe Canada Post will mail it to a larger area i.e. the entire concession, which could be hundreds. It would be better to hand deliver to those residences shown on this map, and as I indicated before, we don't mind doing.

Regards,

John P. Does, P.Eng., PMP
Associate Director



2001 Sheppard Avenue East Suite 400 Toronto ON M2J 4Z8
Tel 416 497 8600 Ext 298 Fax 416 497 0342
www.rvanderson.com

Please consider the environment before printing this email.

From: Byron Perry [<mailto:Byron.Perry@gotransit.com>]
Sent: March 2, 2012 1:15 PM
To: John P. Does
Cc: Deborah Weeden
Subject: Fw: w: Lincolnville Layover Fuelling Facility - Public Open House Meeting

John,

Please review the comments below from Meghan and have the necessary changes made to the map and please also provide the postal codes of any residences who should be notified.

Thank you in advance.

Byron

From: Meghan Brien
Sent: Friday, March 02, 2012 01:06 PM
To: Byron Perry
Cc: Amr Eid; George Atikian
Subject: w: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Byron,

Please ask that:

- change the color of the legend to white
- indicate in the legend that the layover is represented by dashed line and grey color AND this is not a study area, this is the actual layover facility- change title.
- the layover is actually in the wrong spot I think- isn't it bounded by 10th line (moreso than york durham as it appears in the map)?
- zoom in so that bloomington is still visible, main can be left off.

Fine- this is something PCs should always ask consultants to do, for future reference- how many residences/postal codes are there within 30m of the project limits. We can look after it this time.

Meghan

From: John P. Does [<mailto:jdoes@rvanderson.com>]
Sent: Friday, March 02, 2012 12:26 PM
To: Byron Perry
Cc: Meghan Brien; Deborah Weeden <dweeden@rvanderson.com>
Subject: FW: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Byron

Attached is the revised Key Plan. Please note that the previous comment was to include Bloomington to the north and Main to the south. Therefore it has to be zoomed out. I don't think that we can do both.

The golf course has been removed. The green has been changed to grey.

We don't have a record of residents addresses for the mailing. Early in the project, GO indicated they were taking care of the notifications. Would they not be dropped off to those within 30 metres which we don't mind doing?

Regards,

John P. Does, P.Eng., PMP
Associate Director



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www.rvanderson.com

Please consider the environment before printing this email.

From: Byron Perry [<mailto:Byron.Perry@gotransit.com>]
Sent: March-02-12 10:53 AM
To: John P. Does
Cc: Deborah Weeden
Subject: Fw: Lincolnville Layover Fuelling Facility - Public Open House Meeting

John,

Please make the revision to the map as requested below.

Also, provide a list of local residents that should be notified of the POH. Thanks in advance.

Regards,

Byron

From: Meghan Brien
Sent: Friday, March 02, 2012 10:34 AM
To: Byron Perry
Subject: Fw: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Hi Byron,

The map:

- 1) Remove the golf course
- 2) Should look exactly how it did before with the two roads added. This is too zoomed out and the green won't show up.

do we have a list of residents stakeholders (ie the golf course??)- we SHOULD send letters to these groups.

Meghan

From: John P. Does [<mailto:jdoes@rvanderson.com>]
Sent: Friday, March 02, 2012 10:27 AM
To: Byron Perry
Cc: Amr Eid; George Atikian; Meghan Brien; Deborah Weeden <dweeden@rvanderson.com>; Deborah Weeden <dweeden@rvanderson.com>
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Byron

Attached are the following:

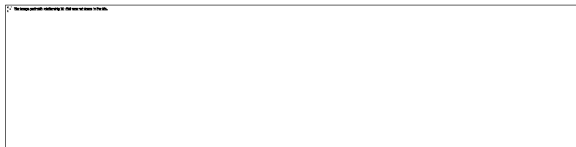
1. Revised Boards
2. Key Plan for Advertisement

Please note to add my name at the bottom of the Advertisement.

On the Boards we have indicated April 5, 2012 as the date for the public to submit their comments by, based on 2 weeks from the Open House. We trust that is satisfactory.

Regards,

John P. Does, P.Eng., PMP
Associate Director



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Tel 416 497 8600 Ext 298 Fax 416 497 0342
www.rvanderson.com

Please consider the environment before printing this email.

From: Byron Perry [<mailto:Byron.Perry@gotransit.com>]
Sent: March-01-12 10:46 AM
To: John P. Does

Cc: Amr Eid; George Atikian; Meghan Brien; Deborah Weeden
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Good morning John,

Attached you will find the mark ups for the POH presentation boards. Please make revisions and return this by tomorrow for final review by C.I. Vice President and Communications. The current date for the POH is March 22, 2012, from 6:00 pm to 9:00 pm at the Town of Whitchurch-Stouffville council chambers.

I have also attached the notice of public open house article to be published in the paper. Please revise this also and return by tomorrow.

Please address the comment below and make arrangements to distribute notice to local residents within the 30m range of the project.

If you have any questions, please call me to discuss.

Regards,

Byron Perry
Project Coordinator
Rail Facilities
GO, a Division of METROLINX
20 Bay Street, 18th Floor
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Fax: (416) 869-1563
Cell: (416) 770-8294
byron.perry@gotransit.com

From: Meghan Brien
Sent: Thursday, March 01, 2012 9:14 AM
To: Byron Perry
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting
Byron,

How many residences are within 30m of the layover site? IF there are only a few, we should send letters.

Meghan

From: Byron Perry
Sent: Thursday, March 01, 2012 8:52 AM
To: Alan Drozd
Cc: Linda Filippi; Isa James; George Atikian; Amr Eid; Meghan Brien; John P. Does; Deborah Weeden
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting
Alan,

Thank you for your prompt response. I will get back to you by noon tomorrow with confirmation regarding the March 22nd date.

Regards,

Byron Perry
Project Coordinator
Rail Facilities
GO, a Division of METROLINX
20 Bay Street, 18th Floor
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Cell: (416) 770-8294
byron.perry@gotransit.com

From: Alan Drozd [<mailto:alan.drozd@townofws.ca>]
Sent: Thursday, March 01, 2012 8:48 AM
To: Byron Perry
Cc: Linda Filippi; Isa James
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting
Byron:

It is your meeting. You are the host. It is up to you to determine the amount of notice you are providing and the date you want. Either myself or Isa James will be in attendance to monitor the proceedings. We are not holding a public information centre on this application. We have provided written notice of the application in the normal manner for site plans. Isa James will be in contact with you concerning signage.

The Chamber can be set up in a number of configurations. I anticipate that you will want it cleared of chairs and that is easily accomplished.

I filled out paperwork on your behalf for use of the Chambers on March 22, 2012, 6-9 PM.

Please confirm what you wish to do. Copy all correspondence on this matter to Linda Filippi, Manager, Customer Service who organizes and books the Town's meeting rooms for external agencies. Linda will confirm your booking.

Thanks,



Alan Drozd, MCIP, RPP | Manager, Planning Services
Department of Planning and Building Services
111 Sandiford Drive Stouffville, Ontario L4A 0Z8

Customer Service Centre: 905-640-1900 or 1-855-642-(TOWN) 8696 Ext. 2320
Automated Assistant: 905-640-1910 or 1-855-642 -(TOWS) 8697 Ext. 2320
Fax: 905-640-7957
www.townofws.ca

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From: Byron Perry [<mailto:Byron.Perry@gotransit.com>]
Sent: Thursday, March 01, 2012 8:33 AM
To: Alan Drozd
Cc: Meghan Brien; Amr Eid; George Atikian
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Good morning Alan,

If March 22nd is too soon, I would like to suggest March 29th as the latest alternative date. Please advise today if possible.

On another note, I have been asked to confirm if the council chambers is fixed seating space or can it be cleared of seats to allow public to walk around unobstructed.

Regards,

Byron Perry
Project Coordinator
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Fax: (416) 869-1563
Cell: (416) 770-8294
byron.perry@gotransit.com

From: Byron Perry
Sent: Wednesday, February 29, 2012 4:58 PM
To: 'alan.drozd@townofws.ca'

Cc: Meghan Brien; Amr Eid; George Atikian

Subject: Re: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Hi Alan,

The room size will work fine. Please confirm March 22nd is the date we can hold the POH meeting at the Town. We need to know this date as soon as possible. These POH sessions typically start at 6:00PM and end at 9:00PM.

Look forward to hearing from you.

Regards,

Byron

From: Alan Drozd [<mailto:alan.drozd@townofws.ca>]

Sent: Tuesday, February 28, 2012 05:07 PM

To: Byron Perry

Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Byron:

Our largest public meeting / assembly area is the Council Chambers which is rated for 100 persons.

If that is inadequate for your purposes you will have to find another location. The only rooms I can think of with that type of capacity that could be set-up in public information centre format might be school gymnasiums or Perhaps 19 on the Park in downtown Stouffville if it is available.

Let me know what you want to do.

Thanks



Alan Drozd, MCIP, RPP | Manager, Planning Services

Department of Planning and Building Services

111 Sandiford Drive Stouffville, Ontario L4A 0Z8

Customer Service Centre: 905-640-1900 or 1-855-642-(TOWN) 8696 Ext. 2320

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this e-mail is strictly prohibited. If you have received this e-mail in error, please immediately notify me by telephone at (905) 640-1910 Ext. 2320

From: Byron Perry [<mailto:Byron.Perry@gotransit.com>]
Sent: Tuesday, February 28, 2012 4:33 PM
To: Alan Drozd
Cc: Amr Eid; George Atikian; jdoes@rvanderson.com; dweeden@rvanderson.com; Meghan Brien
Subject: Re: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Hi Alan,

Thank you for getting back to me so promptly. Greatly appreciated.

Our preferred format is open house with presentation boards. People attending can mingle at their leisure.

We will need:

- Three tables minimum (refreshments, sign in, and if attendees wish to sit down to fill out comment sheets)
- Space for easels and number of display boards
- A few chairs
- Room should accommodate 150 ppl (standard regardless of anticipated attendance).

Anything in addition to the above that you would like me to arrange, please let me know.

Please confirm this proposed date so I can proceed with publication in the paper.

Regards,

Byron

From: Alan Drozd [<mailto:alan.drozd@townofws.ca>]
Sent: Tuesday, February 28, 2012 04:04 PM
To: Byron Perry
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Byron:

I am looking at Thursday March 22nd. What time in the PM are you looking for and what type of meeting format are you looking for the room to be set up for? i.e. speaker / audience or PIC i.e. Boards with people standing around etc. Please let me know so I can confirm your arrangements.

Thanks,



Alan Drozd, MCIP, RPP | Manager, Planning Services
Department of Planning and Building Services
111 Sandiford Drive Stouffville, Ontario L4A 0Z8

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From: Byron Perry [<mailto:Byron.Perry@gotransit.com>]
Sent: Monday, February 27, 2012 3:18 PM
To: Alan Drozd
Cc: Debbie Holt; John P. Does; Amr Eid; George Atikian; Meghan Brien
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting

Hi Allan,

Further to our discussion this afternoon, we will not be sending information packages to local residents within 80m of the project site. We will be sending copies of the publication in the newspaper to councillors and other stakeholders who have shown interest, by sending their written request to be kept informed.

This should resolve your concern about having two separate information packages sent out to local residents (Town of Witchurch-Stouffville and Metrolinx).

Regarding the subject of the date and venue for the open house, it would be greatly appreciated if you could get back to me by the end of the business day on Wednesday, February 29, 2012.

Regards,

Byron Perry
Project Coordinator
Rail Facilities
GO, a Division of METROLINX
20 Bay Street, 18th Floor
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Office: (416) 869-3600 ext. 5125
Fax: (416) 869-1563

Cell: (416) 770-8294
byron.perry@gotransit.com

From: Byron Perry
Sent: Monday, February 27, 2012 11:36 AM
To: 'Alan Drozd'
Cc: 'Debbie Holt'; John P. Does; Amr Eid; George Atikian; Meghan Brien
Subject: RE: Lincolnville Layover Fuelling Facility - Public Open House Meeting
Good morning Alan,

Further to my telephone message this morning, please let me know if the preferred dates for the Public Open House meeting (March, 20, 21 or 22nd) will work for the Town of Whitchurch-Stouffville. Also, provide your feedback regarding holding this meeting at the Town Hall location. If this poses any problems that conflict with the proposed dates, Metrolinx can make the necessary arrangements to hold this meeting at an alternative location. We will need to determine both date and location before we publish the advertisement in the local newspaper.

At this time, your attention to this matter would be greatly appreciated. Please contact me at your earliest opportunity to confirm these requirements.

Regards,

Byron Perry
Project Coordinator
Rail Facilities
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20 Bay Street, 18th Floor
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Non-Responsive Information

Non-Responsive Information

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