



Impact Assessment
Agency of Canada

Ontario Region
600-55 York Street
Toronto ON M5J 1R7

Agence d'évaluation
d'impact du Canada

Région de l'Ontario
600-55 rue York
Toronto ON M5J 1R7

March 19, 2021

Sent by email

Correspondence to Provincial Review Team

Lou Politano, Infrastructure Ontario

Andrea L. Martin, Ministry of Agriculture, Food and Rural Affairs

David B. Meyer, Ministry of Economic Development, Job Creation and Trade

Kathleen O'Neill, Ministry of Environment, Conservation and Parks

Gavin Downing, Ministry of Heritage, Sport, Tourism and Culture Industries

Ewa Downarowicz, Ministry of Municipal Affairs and Housing

Sharon Rew, Ministry of Natural Resources and Forestry

Dear Colleagues:

Subject: Invitation to provide comments on the Waterloo Airport Runway Project

Please complete and submit the attached form by April 16, 2021

On March 19, 2021, the Impact Assessment Agency of Canada (the Agency) accepted the Initial Project Description for the Waterloo Airport Runway Project (the Project) from Region of Waterloo International Airport (the proponent) as meeting the requirements of Schedule 1 of the *Information and Management of Time Limits Regulations* under the *Impact Assessment Act*. As of today, the 180-day planning phase of the impact assessment has commenced. The Initial Project Description is available on the Registry Internet site at <http://iaac-aeic.gc.ca/050/evaluations/document/138383>.

The Agency is conducting a 30-day comment period on the Initial Project Description from March 19, 2021, to April 18, 2021, inviting the public, Indigenous groups and other jurisdictions to provide feedback related to the Project. All comments that will inform the Summary of Issues¹ with respect to the Project will be provided to the proponent.

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¹ The Summary of Issues is a list of issues raised in the Planning Phase prepared by the Agency, as per section 14(1) of the *Impact Assessment Act*. This document provides the proponent with an understanding of issues and allows participants to see how their comments and concerns have been characterized.



Invitation to provide comments and risk characterization by April 16, 2021

Attached to this letter are four enclosures. **Enclosure 1** is the Provincial Advice Record: Information to Inform the Summary of Issues. This form requests information on your ministry's mandate and invites your ministry's comments on the proponent's Initial Project Description. This includes your ministry's input on potential project effects.

To support development of the Summary of Issues and—should it be determined that an impact assessment is required—the preparation of the Tailored Impact Statement Guidelines, your ministry is invited to use **Enclosure 2**, Table 1 to provide the following within your mandate:

- as much detail as practicable in describing the potential effects of the Project, including views on the proponent's description of those;
- advice on risk characterization of potential effects;
- where potential effects have been overlooked or could be better described and presented, provide a concise synopsis of each for inclusion in the Summary of Issues; and,
- instructions, where applicable, for how the proponent would build confidence in the Detailed Project Description and Response to the Summary of Issues to support or confirm the risk characterization

Enclosure 3 provides definitions for risk characterization.

To further assist your staff in their review of the Initial Project Description, the Agency has developed unique questions for some provincial ministries, based on the ministry's mandate and past interaction with the Agency (**Enclosure 4**).

You may submit the completed Enclosure 1 and Enclosure 2 forms via the *Submit a Comment* feature available on the Project's Canadian Impact Assessment Registry page (Reference #81452 at <https://iaac-aeic.gc.ca/050/evaluations/proj/81452>). Letters and forms can be uploaded using this feature. If you have any difficulties submitting this way, please contact the Agency using the information provided below for assistance. The Agency will consider input received **by April 16, 2021**, in its development of the Summary of Issues.

Orientation and introduction to risk characterization

Due to the novelty of the risk-based identification of issues, the Agency will be happy to provide an orientation meeting and a description of the risk characterization definitions. Agency staff will contact provincial reviewers in the coming days with an invitation to such a meeting.

IMPORTANT NOTE: Please note that any information submitted to the Agency to inform this project assessment will be made publicly available as part of the project file and on the Canadian Impact Assessment Registry. However, there are certain exceptions related to privacy, security or confidentiality.

The Agency's Submission Policy² determines which submitted information can be shared publicly, and what should remain private. For further information on how we protect your privacy, please refer to the Privacy Notice.³

Next steps

Upon receipt of the Summary of Issues from the Agency, the proponent will prepare and submit a Detailed Project Description in accordance with Schedule 2 of the *Information and Management of Time Limits Regulations*, including how it intends to address the Summary of Issues as per subsection 15(1) of IAA. This notice could be in the form of an annex to the Detailed Project Description wherein the proponent would provide a response to the Summary of Issues provided by the Agency. Following acceptance of the Detailed Project Description, the Agency may seek the opinion of your Ministry to inform its decision on whether an impact assessment of the Project is required.

Future steps

If the Agency determines that an impact assessment is required for the Project, it will draft the Tailored Impact Statement Guidelines, and the various plans including, if applicable, the Cooperation Plan for review and comment. The comment period on the draft Tailored Impact Statement Guidelines and the draft Cooperation Plan is likely to occur over 30 days in July and August, 2021. The Tailored Impact Statement Guidelines and plans, which includes the Permitting Plan, the Public Participation Plan, an Indigenous Engagement and Partnership Plan, and, the Cooperation Plan, would be finalized and issued to the proponent by no later than September 15, 2021, concluding the planning phase of IAA.

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² <https://iaac-aeic.gc.ca/050/evaluations/participation/conditions>

³ <https://iaac-aeic.gc.ca/050/evaluations/protection>

If you have any questions, do not hesitate to contact Conor Anderson, Project Manager, by phone at 416-735-1673 or email IAAC.Waterloo.AEIC@canada.ca. If desired, the Agency is also available to meet and discuss.

Sincerely,

<Original signed by>

Anjala Puvananathan
Director, Ontario Region

Enclosures: 1 - Comment Form: Information to Inform the Summary of Issues
2 - Review Table for the Waterloo Airport Runway Project - Initial Project Description (IPD)
4 - A Risk-Based Approach to Describing Potential Effects
3 - Specific Valued Components and Issues Identified for Provincial Ministries

c.c.: Michele Doncaster, Ministry of Agriculture, Food and Rural Affairs
David Marriott, Ministry of Agriculture, Food and Rural Affairs
Karla Barboza, Ministry of Heritage, Sport, Tourism and Culture Industries
Katherine Kirzati, Ministry of Heritage, Sport, Tourism and Culture Industries
Kiran Anwar, Ministry of the Environment, Conservation and Parks
Jenny Archibald, Ministry of the Environment, Conservation and Parks
Annamaria Cross, Ministry of the Environment, Conservation and Parks
Ministry of Agriculture, Food and Rural Affairs Generic Inbox