

**Enclosure 1: Comment Form – Information to Inform the Summary of Issues**

**Project:** Waterloo Airport Runway Project  
**Proponent:** Region of Waterloo International Airport  
**CIAR No.:** 81452  
**Response invited by:** April 16, 2021

All comments should be submitted via the **Submit a Comment** feature available on the Project's Canadian Impact Assessment Registry page (Reference #XXXXX at <https://iaac-aeic.gc.ca/050/evaluations/proj/xxxxx>). Letters and forms can be uploaded using this feature.

If you have any difficulties submitting this way, please contact the Agency at IAAC.Waterloo.AEIC@canada.ca for assistance.

1. Please confirm whether your ministry or agency would like to participate in the federal impact assessment process for this Project.  Yes  No

If yes, please provide contact details for the person(s) who will be working with the Agency.

Ministry/Agency:	
<i>Primary Contact Details:</i>	
Contact Name:	Telephone:
Address:	Fax:
Email:	
<i>Alternate Contact Details (if applicable):</i>	
Contact Name:	Telephone:
Address:	Fax:
Email:	

2. Please identify the contact information for your ministry for the public. This could be a generic email box or specific to your ministry's role on the project (e.g. permits, authorizations, guidance or funding within your ministry's mandate.)

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3. Will your ministry or agency be undertaking any technical analysis (e.g. effects assessment) related to this Project? Would you be willing to cooperate with the Agency on this analysis?

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4. (a) Based on the Initial Project Description, will your ministry be issuing any permits, authorizations or otherwise be involved in the Project in a regulatory manner?  Yes  No

(b) If yes:

- Please name the permit, authorization or other function that your ministry would provide,
- Please provide a short description, including regulatory or legislative authority, of each permit, authorization or other function (please provide links or attach relevant documents to this form),
- Please indicate the project component or activity to which the permit or authorization applies,
- Please indicate, for each permit, authorization or other function, whether your ministry would undertake Indigenous consultation, and if yes, provide a summary overview of the approach, including provision of any participant funding,
- Please indicate, for each permit, authorization or other function, whether your ministry would undertake public consultation, and if yes, provide a summary overview of the approach, including provision of any participant funding.

5. (a) **Using Table 1 of Enclosure 2**, indicate whether the description of potential effects presented in the Initial Project Description sufficiently characterizes potential project effects as they relate to your mandate.

Provide input on whether these effects may be adverse and whether your regulatory instruments (referred to as powers, duties or functions in the Table 1 of Enclosure 2) could be used to address these effects. *Note: Information on effects and direct and incidental effects as well as effects within federal jurisdiction are defined in section 2 of IAA.<sup>1</sup> **To facilitate your completion of the table, the Agency has prepared Enclosure 4 with specific valued components and/or effects identified for some provincial ministries. For each potential effect, please consider whether proposed mitigation measures may manage the effect and provide a risk characterization rating, as described in Enclosure 3.***

(b) **Using Table 1 of Enclosure 2**, identify any additional potential adverse effects of the Project that are not described in the Initial Project Description.

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<sup>1</sup> A link to IAA text can be found here: <https://www.canada.ca/en/impact-assessment-agency/corporate/acts-regulations/legislation-regulations.html>

6. (a) The Agency understands that the proponent proposes to expand or relocate the airport terminal building as part of the Region of Waterloo International Airport Masterplan. Are you satisfied with the proponent's characterization of the activities related to the airport terminal building, as described in the Initial Project Description?

- (b) Do you have any concerns regarding the proposed expansion and or relocation of the airport terminal building?

- (c) Can you confirm, whether in identifying potential effects in Table 1 of Enclosure 2, that you did not include any potential effects due to the airport terminal building that were not sufficiently characterized by the proponent?  Yes  No

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Name of Responder

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title of Responder

\_\_\_\_\_  
Date