

Table of Proposed Class EA Amendments Other Sections (Version 2, September 30, 2019)

#	Section	Current Text with track changes <i>(current text - e.g., screening process or current project category/schedule)</i>	Rationale
O1	Executive Summary	<p>INTRODUCTION</p> <p>In 1987, the first Municipal Class Environmental Assessments (EAs), prepared by the Municipal Engineers Association (MEA) on behalf of Ontario municipalities, were approved under the Ontario Environmental Assessment (EA) Act for municipal road projects, and municipal water and wastewater projects. In 1993, the Municipal Class EAs were reviewed, updated and their approval extended</p> <p>In 2000, the Class EAs for Municipal Road Projects and Municipal Water and Wastewater Projects were consolidated, updated, and approved under Part II.1 of the amended Ontario EA Act by Order-in-Council on October 4, 2000. Since many municipalities and stakeholders indicated that the process is working well, and, recognizing that much had been achieved over the years of working with and refining the Municipal Class EAs, the main guiding principle was to maintain the substance of the existing process while making any necessary changes.</p> <p>As part of its 5-year review of the Municipal Class EA (2000), MEA proposed a number of amendments which were posted on MEA's website under "Municipal Class EA – Change Management". The amendments are as follows:</p> <p><u>2007 – Amendment to create Schedule A+ and to create the Transit section.</u></p> <p><u>2011 – Amendment to revise Section A.2.9 Integration with the Planning Act</u></p>	Section updated to include recent amendments and Bill 108 changes

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		<p><u>2015 – Amendment to the Roads section of Appendix 1 to include active transportation facilities.</u></p> <p><u>2019 – Amendment to Appendix 1 and other various sections as described in A.1.6</u></p> <p>Minor Amendment – minor modification to the document</p> <p>Major Amendment – Part 1 – addition of a new Project Schedule A+, defined as, “preapproved, however, the public is to be advised prior to implementation. The manner in which the public is to be advised is to be determined by the proponent.”</p> <p>– increase cost thresholds for road project</p> <p>– other changes as identified during review</p> <p>Major Amendment – Part 2 – addition of Municipal Transit Projects</p> <p>With the approval of the amendments, MEA is releasing the amended Municipal Class EA which is referred to as:</p> <p style="text-align: center;">Municipal Class Environmental Assessment October 2000, as amended in 2007</p> <p>DESCRIPTION OF THE CLASS OF UNDERTAKINGS</p> <p>The Municipal Class EA applies to municipal infrastructure projects including</p>	

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		<p>roads, water and wastewater <u>and transit</u> projects. Since projects undertaken by municipalities can vary in their environmental impact, such projects are classified in this Class EA in terms of schedules:</p> <ul style="list-style-type: none"> • Schedule A - ge <u>These projects are limited in scale, have minimal adverse environmental effects and include various municipal maintenance and operational activities. These projects are exempt from the requirements of the EA normally includes normal or emergency operational and maintenance activities</u> - the environmental effects of these activities are usually minimal and, therefore, these projects are pre-approved • Schedule A+ - <u>These projects are limited in scale and have minimal adverse environmental effects on the natural environment and matters of provincial importance. These projects include rehabilitation works and may be of interest to the local community. These projects are exempt from the requirements of the EA Act and may proceed to implementation without following the Class EA planning process.</u> <p><u>However, while these projects are exempt from the EA Act, this does not relieve the municipality from acting as a responsible level of government and consulting with their local community. In 2007, MEA introduced Schedule A+. These projects are pre-approved, however, the public is</u></p>	

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		<p>to be advised prior to project implementation. The manner in which the public is advised is to be determined by the proponent. Schedule A+ is discussed in Section A.1.2.2.</p> <p>• Schedule B - <u>These projects have the potential for some adverse environmental effects. The proponent is required to undertake a screening process (see Appendix 1), involving mandatory contact with directly affected public and relevant review agencies, to ensure that they are aware of the project and that their concerns are addressed. If there are no outstanding concerns, then the proponent may proceed to implementation. Schedule B projects generally include improvements and minor expansions to existing facilities.</u> generally includes improvements and minor expansions to existing facilities</p> <p>there is the potential for some adverse environmental impacts and therefore the proponent is required to proceed through a screening process including consultation with those who may be affected</p> <p>• Schedule C - <u>These projects have the potential for significant environmental effects and must proceed under the full planning and documentation procedures specified in this Class EA document. Schedule C projects require that an Environmental Study Report be prepared and filed for review by the public and review agencies. Schedule C projects generally include the construction of new facilities</u></p>	

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		<p style="text-align: center;">and major expansions to existing facilities. generally includes the construction of new facilities and major expansions to existing facilities</p> <p style="text-align: center;">these projects proceed through the environmental assessment planning process outlined in the Class EA</p> <p>A detailed description of projects and activities that fall under each of these schedules is provided in Parts B, C, and D, and in Appendix 1.</p> <p>REASONS FOR USING A CLASS ENVIRONMENTAL ASSESSMENT WITH RESPECT TO UNDERTAKINGS IN THE CLASS</p> <p>The “parent” Municipal Class EA enables the planning of municipal infrastructure to be undertaken in accordance with an approved procedure designed to protect the environment. The Class EA approach to dealing with municipal infrastructure projects has been proven to be an effective way of complying with the EA Act through thirty <u>twenty</u> years of experience. It provides:</p> <ul style="list-style-type: none"> • a reasonable mechanism for proponents to fulfill their responsibilities to the public for the provision of municipal services in an efficient, timely, economic and environmentally responsible manner; • a consistent, streamlined and easily understood process for planning and implementing infrastructure projects; and, • the flexibility to tailor the planning process to a specific project taking into account the environmental setting, local public interests and unique project requirements. 	

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		<p>Municipalities undertake hundreds of projects. The Class EA process provides a decision-making framework that enables the requirements of the EA Act to be met in an effective manner. The alternatives to a parent Class EA would be: to undertake individual environmental assessments for all municipal projects; for each municipality to develop their own class environmental assessment process; and/or, for municipalities to obtain exemptions. These alternatives would be extremely onerous, time consuming and costly. Three decades of experience have demonstrated that considerable public, economic and environmental benefits are achieved by applying the Class EA concept to municipal infrastructure projects.</p> <p>SIMILARITIES AND DIFFERENCES TO BE EXPECTED AMONG UNDERTAKINGS IN THE CLASS</p> <p>The undertakings subject to this Class EA involve municipal infrastructure. Accordingly, they share the following similarities:</p> <ul style="list-style-type: none"> • they generally address similar types of problems and opportunities • a common set of “alternatives to” and “alternative methods” apply • they follow the same EA planning process with similar phases • the types of impacts and approaches to environmental protection and mitigation are recurrent <p>Given that there are over 440 municipalities within Ontario with a variety of environmental settings, the main expected differences amongst undertakings in the Municipal Class EA are:</p> <ul style="list-style-type: none"> • project-specific problems and opportunities • project-specific environmental and community issues • project-specific solutions • varying levels of project complexity or sensitivity <p>The Class EA defines the minimum requirements for environmental</p>	

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		<p>assessment planning. There are Given the potential differences amongst undertakings within the province, therefore however, the framework is flexible so that proponents may “customize” it to address the specific complexities and needs of a project including potential environmental effects.</p> <p>EXPECTED RANGE OF ENVIRONMENTAL EFFECTS</p> <p>The geographic setting for projects undertaken under this Class EA will vary widely throughout Ontario. For the purposes of environmental analysis, however, geographic settings can be broadly categorized as urban and rural areas. Potential environmental effects are discussed in Sections B.3, C.3, and D.3, and Appendix 2.</p> <p>POTENTIAL MITIGATING MEASURES</p> <p>Appendix 2 describes typical measures that could be taken to mitigate adverse environmental effects that may result from proceeding with undertakings in this Class EA.</p> <p>With the wide diversity of geographic settings and environmental conditions pertaining to municipal infrastructure projects throughout Ontario, it is not possible to identify specific mitigating measures which can be applied in all instances. The Class EA does, however, require proponents to identify acceptable measures which will allow the project to be undertaken at reasonable cost while at the same time protecting the environment against net negative impacts. The Class EA also requires proponents to make provision for post-construction monitoring to ensure that projects are built and operated in accordance with the approved design and that environmental impacts are as predicted.</p> <p>PROCESS TO CONSULT WITH THE PUBLIC AND THOSE WHO MAY BE AFFECTED BY THE UNDERTAKING</p>	

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		<p>Consultation early in, and during the planning process is a key feature of successful environmental assessment. The Municipal Class EA identifies mandatory consultation requirements. These are a minimum only and proponents must tailor the consultation program to address the needs of a specific project and its stakeholders. Consultation with municipal councils, review agencies, the public, interest groups and property owners is discussed in Section A.3 and Appendix 5.</p> <p>METHOD TO EVALUATE A PROPOSED UNDERTAKING</p> <p>The framework for evaluating alternatives is outlined in the description of the environmental assessment planning process in Sections A.1 and A.2. The key elements are:</p> <ul style="list-style-type: none"> • consideration of the effects of each alternative on all aspects of the environment; • systematic evaluation; • traceable decision-making; and • public and review agency input in the evaluation. <p>METHOD TO BE USED TO DETERMINE THE FINAL DESIGN OF A PROPOSED UNDERTAKING</p> <p>Section A.2.4 describes the process to determine the preferred design concept. Finalization of the detailed design occurs during Phase 5 after the Environmental Study Report (ESR) has been reviewed by the public and technical agencies. It is imperative that the commitments and decisions made during Phases 1 through 4 be clearly documented in the ESR and implemented during Phase 5.</p>	

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		<p data-bbox="401 375 1163 402">OVERVIEW OF THE MUNICIPAL CLASS EA (2000 <u>as amended</u>)</p> <p data-bbox="401 431 1266 574">In 2000, the Municipal Class EA was updated but retained the process identified in the previous Class EAs as well as much of the explanatory information that was previously provided. The document, however, was reformatted and reorganized. The main features of the 2000 Municipal Class EA were:</p> <ul data-bbox="401 607 1266 1295" style="list-style-type: none"> <li data-bbox="401 607 1266 691">• consolidation of the Class EA for Municipal Road Projects and the Class EA for Municipal Water and Wastewater Projects into one document; <li data-bbox="401 699 1266 784">• consolidation of common process elements in Part A, road projects in Part B and water and wastewater projects in Part C <u>and transit in Part D</u>; <li data-bbox="401 792 1266 846">• no substantive changes to the basic five phase planning process or mandatory minimum requirements; <li data-bbox="401 854 1266 907">• references to property acquisition in the process flow chart and text deleted due to the changes in the amended EA Act. <li data-bbox="401 915 968 943">• identification of optional steps in flow chart; <li data-bbox="401 951 1079 979">• schedules are printed on yellow paper in Appendix 1; <li data-bbox="401 987 1266 1105">• provision to change the status of project (formerly referred to as the bump-up provision) was updated to reflect the new terminology and information in the amended EA Act and is now referred to as a "Part II Order" (see Section A.2.8); <li data-bbox="401 1114 1266 1255">• a new provision was added for monitoring how the Municipal Class EA is applied. Proponents must now submit a copy of the Notice of Completion for Schedule B projects and a Notice of Completion of an ESR for Schedule C projects to the Environmental Assessment and Approvals Branch of the MECP (see Section A.1.5); <li data-bbox="401 1263 1266 1295">• additional information on Master Plans was provided in Section A.2.7 	

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		<p>and Appendix 4;</p> <ul style="list-style-type: none"> the means for co-ordination with the Planning Act were revised, streamlined and clarified in order to continue to encourage integrated infrastructure and land use planning under both the EA Act and the Planning Act (see Section A.2.9); and explanatory notes and helpful hints related to the Class EA process were highlighted in the margins in Part A. <p>The 2000 document was subsequently amended in 2007, 2011, 2015 and 2019. This is discussed in Section A.1.6</p>	
O2	Glossary of Terms	<p><u>CAPACITY - BRIDGES</u></p>	<p><u>Means the number of through travel lanes for vehicles on the bridge. Adjusting lane width to current standards does not increase the number of travel lanes and cycling, parking, or turning lanes are not through travel lanes. Increasing the width of a narrow bridge (one lane with two way traffic) to the current standard to accommodate two way traffic (two lane) is not considered an increase in capacity.</u></p>
		<p><u>SPECIFIC CONDITION OF APPROVAL</u></p>	<p>Two new items added</p> <p><u>Means to be specifically described in the planning application. This means the location needs to be defined (for example by showing the road allowance property on a draft plan of subdivision) and the details of the road (cross section) or water/wastewater facility (conceptual</u></p>

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		<p><u>design) considered during the Planning Act application by both the public and in the environmental inventory studies. For example, a road illustrated with a line on a Schedule to the Official Plan does not sufficiently define a new road to qualify for classification as a Schedule A project. Furthermore, the municipality must be satisfied that the propose facility will provide the required function. The municipality must also ensure that there are sufficient controls in the Planning Act approval (specific clauses in the draft conditions) to ensure that the defined facility is constructed.</u></p> <p><u>Subject to Planning Act Requirements</u></p> <p><u>Means that the project must conform to the normal standards established in the zoning bylaw such as setbacks, buffering, grading, drainage and stormwater management, parking, traffic flow etc that are appropriate and apply to the project</u></p>	
O3	A.1.1	<p>A.1.1 ONTARIO ENVIRONMENTAL ASSESSMENT ACT</p> <p>The purpose of the Ontario Environmental Assessment Act, R.S.O. 1990, Chapter E.18, as amended, (herein referred to as the EA Act), is to provide for... <i>the betterment of the people of the whole or any part of Ontario by</i></p>	Explains impact of Bill 108

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		<p><i>providing for the protection, conservation and wise management in Ontario of the environment. (Part I-Section 2).</i></p> <p>“Environment” is applied in a broad sense and includes the natural, social, cultural, built and economic environments. The formal definition of the environment is included in the glossary of this document.</p> <p>In applying the requirements of the EA Act to undertakings, the EA Act identifies two types of environmental assessment planning and approval processes:</p> <p>Individual Environmental Assessments (Part II of the EA Act) - those projects for which a Terms of Reference and an individual environmental assessment are carried out and submitted to the Minister of the Environment for review and approval, or</p> <p>Class Environmental Assessments (Part II.1 of the EA Act) - those projects which are approved subject to compliance with an approved class environmental assessment process with respect to a class of undertakings. Providing the approved process is followed, a proponent has complied with Section 13 (3)(a) of the EA Act.</p> <p>This feature of the amended EA Act is of note. Where previously Class EAs were enabled through Regulation 334, they are now embodied within the amended EA Act.</p> <p><u>In June 2019, the EA Act was further amended by Bill 108: the More Homes, More Choice Act, 2019. This amendment exempts low-risk, Schedule A and A+ projects from the requirements of the Act and makes changes to the Part II Order process. These changes include:</u></p>	

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		<ul style="list-style-type: none"> • <u>Authorizing the creation of a regulation that will focus the Part II Order process on matters related to adverse impacts on Aboriginal or treaty rights and other matters, as prescribed.</u> • <u>Authorizing the creation of a regulation that will prescribe time limits on when the Minister must make decisions on requests, and deadlines for making a Part II Order request.</u> • <u>Limiting the ability to request a Part II Order to residents of Ontario.</u> <p>Whether carrying out individual or <u>C</u>lass EAs, the key principles of successful environmental assessment planning under the EA Act include:</p> <p>Consultation with affected parties early in and throughout the process, such that the planning process is a cooperative venture. The proponent should seek to involve potentially affected parties as early as possible, so that their concerns can be identified and addressed before irreversible decisions are made. Early consultation allows for improved understanding of environmental concerns before the undertaking is selected and focuses the planning on matters of concern. Potentially affected parties include technical agencies, the public, property owners, interest groups and other municipalities.</p> <p>Consideration of a reasonable range of alternatives, both the functionally different “alternatives to” and the “alternative methods” of implementing the solution. The “Do nothing” alternative, which provides a benchmark for the evaluation of alternatives, must be considered.</p> <p>Identification and consideration of the effects of each alternative on all aspects of the environment, i.e., the impact on the natural, social cultural, technical and economic/financial environment. The level of detail will vary</p>	

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		<p>depending primarily on the significance of the effect and the stage of the study.</p> <p>Systematic evaluation of alternatives in terms of their advantages and disadvantages, to determine their net environmental effects. The planning process must include distinct points where alternatives are evaluated and the net environmental effects are identified. The decision-making process should be phased, narrowing progressively to a preferred alternative. The process must recognize the dynamic nature of environmental decision-making, must be sensitive to changing conditions and new information, and must be flexible enough to deal with them.</p> <p>Provision of clear and complete documentation of the planning process followed, to allow “traceability” of decision-making with respect to the project. Documentation should set out the approach, and the way in which the principles of environmental assessment planning were followed in the planning process.</p>	
O4	A.1.2.2	<p>A.1.2.2 Project Schedules</p> <p>Projects undertaken by municipalities vary in their environmental impact. Consequently, projects are classified in this Class EA in terms of schedules:</p> <p>Schedule A projects are limited in scale, have minimal adverse environmental effects and include various a number of municipal maintenance and operational activities. These projects are <u>exempt from the requirements of the EA Act, pre-approved and may proceed to implementation without following the full Class EA planning process.</u> Schedule A projects generally include normal or emergency operational and maintenance activities.</p>	Section is re-written to explain the exemption of Schedule A and A+ projects provided by Bill 108 and to describe the responsibilities of municipalities related to these projects to be

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		<p><u>Schedule A+ projects are limited in scale and have minimal adverse environmental effects on the natural environment and matters of provincial importance. These projects include rehabilitation works and may be in of interest to the local community. These projects are exempt from the requirements of the EA Act and may proceed to implementation without following the Class EA process.</u> As part of the 2007 amendments, Schedule A+ was introduced, where Schedule A+ projects are pre-approved, however, the public is to be advised prior to project implementation.</p> <p>The purpose of Schedule A+ is to ensure some type of public notification for certain projects that are pre-approved under the Municipal Class EA, it is appropriate to inform the public of municipal infrastructure project(s) being constructed or implemented in their area. There, however, would be no ability for the public to request a Part II Order. If the public has any comments, they should be directed to the municipal council where they would be more appropriately addressed.</p> <p><u>However, while these projects are exempt from the EA Act, this does not relieve the municipality from acting as a responsible level of government and consulting with their local community.</u></p> <p><u>The purpose of Schedule A+ is to identify projects where it is appropriate to inform the public of municipal infrastructure project(s) being constructed or implemented in their area. There, however, would be no ability for the public to request a Part II Order. If the public has any comments, they should be directed to the municipal proponent where they would be more appropriately addressed</u></p> <p>Schedule A+ activities may have been previously approved by a municipal council through annual budgets or specific mandates. Advising the public of</p>	accountable to their citizens

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		<p>the project implementation is a means to inform the public of what is to be undertaken in their local area. The public retains the opportunity to comment to municipal council. Given that these projects are pre-approved, there is no appeal to MECP on these projects.</p> <p>The manner in which the public is advised is to be determined by the proponent. This could be a notice provided to adjacent property owners, a notice posted at the site, a report to council, a list of projects posted on the municipality's website etc. (Note: the mandatory requirements for a "Public Notice" as outlined in Section A.3.5.3 do not apply to Schedule A+).</p> <p>(For Schedule A and A+, Section A.1.3 explains the differences between municipalities who are proponents of the Municipal Class EA and those who are not but use it, with regard to unconditional approval of Schedule A and A+ projects).</p> <p>Schedule B projects have the potential for some adverse environmental effects. The proponent is required to undertake a screening process (see Appendix 1), involving mandatory contact with directly affected public and relevant review agencies, to ensure that they are aware of the project and that their concerns are addressed. If there are no outstanding concerns, then the proponent may proceed to implementation. Schedule B projects generally include improvements and minor expansions to existing facilities.</p> <p>Schedule C projects have the potential for significant environmental effects and must proceed under the full planning and documentation procedures specified in this Class EA document. Schedule C projects require that an Environmental Study Report be prepared and filed for review by the public and review agencies. Schedule C projects generally include the construction of new facilities and major expansions to existing facilities.</p>	

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		<p>Provided the approved Class EA planning process is followed, a proponent has complied with Section 13(3) of the EA Act. The Class EA process therefore provides municipalities with significant relief from the application of the review requirements of the Act, while ensuring that an adequate environmental assessment process is followed. Class EAs place emphasis on project assessment and public and agency involvement rather than on review and approvals.</p> <p>Specific types of projects within these schedules are provided in Appendix 1. The types of projects and activities are intended generally to be categorized with reference to the magnitude of their anticipated environmental impact. In specific cases, however, a project may have a greater environmental impact than indicated by a Schedule. In these cases, the proponent may, at its discretion, change the project status by elevating it to a higher schedule. There is also an <u>opportunity to request a higher level of study for Schedule B and C projects through a Part II Order request to the Minister of Environment, Conservation and Parks. Part II Orders are appeal mechanism for Schedule B and C projects which is</u> discussed in Section A.2.8</p>	
O5	A.1.2.4	<p>A.1.2.4 Municipal Class EAs Renewal Project (19972015 to 20192000)</p> <p>On April 9, 1987, the first municipal Parent Class EAs prepared by the Municipal Engineers Association (MEA) were approved under the EA Act. <u>Since this first Municipal Class EA there have been various re-writes and revisions and in 2015 the Minister announced there would be a review of the EA Permitting process. This announcement prompted MEA to prepare a Position Paper dated November 2015 that described the improvements to the MCEA process that were recommended by MEA.</u></p> <p><u>The Residential Civil Construction Alliance of Ontario (RCCAO) provided comments on MEA's Position Paper and produced several papers on the MCEA process. In December 2016, the Auditor General released a report</u></p>	Historical information summarized and added a description of the 2019 amendment process.

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		<p><u>with 12 recommendations to improve the EA process. In January 2017, MEA and RCCAO jointly submitted an EBR Application for Review requesting the Ministry to conduct a formal review of the MCEA process. In April 2017, the Ministry agreed to complete the review of the MCEA process as requested and report their findings by January 31, 2019</u></p> <p><u>To kick-start the review process, on November 29, 2017, MEA and RCCAO jointly hosted a session for stakeholders - Evolution of the MCEA: A Workshop to Improve this Vital Process. During the winter of 2018, Ontario Good Roads Association (OGRA) gathered strong support for MCEA reform from their member municipalities and during the spring of 2018, the Ministry hosted seven full day stakeholder consultations in downtown Toronto.</u></p> <p><u>On April 25, 2019, MECP released their Discussion Paper on EA reform and the next week they introduced Bill 108 which amended several acts including the EA Act. There were two postings on the Environmental Registry related to EA Reform:</u></p> <p><u>Immediate Short-Term Fixes ERO number 013-5102</u></p> <p><u>In this posting MECP outlines amendments that they are proposing to the EA Act in Bill 108, specifically:</u></p> <p><u>1) To exempt low-risk activities/projects from the EA Act.</u> <u>2) To ensure timelines and certainty for the review of PIORs by clearly defining which matters bump-ups can be requested on and creating a regulation that would prescribe limits on when the Minister must make decisions on requests. Only those that live in Ontario would be able to submit a PIOR.</u></p>	

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		<p data-bbox="401 396 1245 451"><u>Discussion Paper: Modernizing Ontario's EA Program ERO number 013-5101</u></p> <p data-bbox="401 483 1245 597"><u>In this posting MECP outlines potential improvements to the EA program and seeks input that would help ensure better alignment between the level of assessment and the level of risk, eliminate duplication, find efficiencies and go digital.</u></p> <p data-bbox="401 630 1245 979"><u>Bill 108 was received Royal Assent in June 2019 and MEA has submitted an amendment to the MCEA that will re-organize the project classification tables in Appendix 1. At that time, two Class EAs were implemented to deal with 1) municipal road projects, and 2) municipal water and wastewater projects. The approval for these Class EAs was subject to review after five years. In 1993, the Class EAs were reviewed, updated and approved under the EA Act with an expiry date of May 31, 1998. A 1993 Regulation also brought certain private sector projects under the Class EAs. In 1994, regulations were passed amending certain provisions of the Class EAs with an expiry date of May 31, 1998. An extension to the 1993 Class EAs approval was approved. As a result, the 1993 Class EAs remained in force until they were replaced by the 2000 Municipal Class EA</u></p> <p data-bbox="401 1011 1245 1214"><u>In 1997, the MEA in conjunction with the Environmental Assessment Branch (EA Branch), commenced the Municipal Class EAs Renewal Project which culminated in the preparation of an updated and consolidated "parent" Class EA for Municipal Projects, which was approved in 2000. The Renewal Project was carried out by MEA, on behalf of the proponent municipalities, under the direction of a Steering Committee of stakeholder representatives including:</u></p> <ul data-bbox="443 1214 940 1300" style="list-style-type: none"> <u>• Municipal Engineers Association (Chair).</u> <u>• MOE - EA Branch.</u> <u>• City of Toronto.</u> 	

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		<ul style="list-style-type: none"> • Regional Municipality of Niagara. • Regional Municipality of Ottawa-Carleton. • Town of Carleton Place. • Regional Planning Commissioners. • Urban Development Institute. • Ontario Professional Planners Institute. • EA practitioners. <p>The Core Review Team included the MOE-- Approvals Branch, the Ministry of Municipal Affairs and Housing, the Ministry of Natural Resources and the Ministry of Transportation.</p> <p>The Renewal Project itself was conducted in accordance with Section 13 of the EA Act. Accordingly, the main steps in the renewal process were:</p> <ul style="list-style-type: none"> • distribution of a questionnaire to over 1370 stakeholders including: • review agencies typically involved in Class EA projects. • all Ontario municipalities. • waste management coordinators of Ontario. • randomly selected consulting firms working with the Class EAs. • contacts at the Canadian Environmental Law Association (CELA), Association of Municipalities of Ontario (AMO), Ontario Waste Managers Association (OWMA) and Professional Engineers of Ontario (PEO). • randomly selected members of the Ontario Society of Environmental Management (OSEM) members of the Urban Development Institute (UDI). • preparation and submission of Terms of Reference in accordance with requirements of the EA Act. • summary of issues based on the questionnaire responses and feedback from the past five years draft outline of the updated Class EA. • preparation of the draft updated Class EA for review with main stakeholders. • submission of final Class EA to MOE for approval. <p>Consultation</p>	

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		<p>Consultation is an important component of the EA process and was carried out through:</p> <ul style="list-style-type: none"> • contact with provincial and federal review agencies, • the distribution of a questionnaire to over 1370 stakeholders to obtain information on the experience to date with the Municipal Class EAs, • a series of Municipal Class EA Updates which were mailed to the study mailing list at key points in the study, and • the use of the Municipal Class EA Internet Homepage to provide up-to-date information on the process. <p>Workshops were also held with EA practitioners at key points in the study. In addition, those stakeholders who indicated an interest were provided with a copy of the draft Class EA for review.</p> <p><u>Results</u></p> <p>From comments received since the Municipal Class EAs were first approved, and during the Renewal Project, municipalities as well as stakeholders have indicated that the process is working well. This was also borne out through the stakeholder survey.</p> <p>It is therefore important to recognize that much has been achieved over the years of working with and refining the Municipal Class EAs. In addition, with municipal constraints and staff reductions likely continuing for the foreseeable future, it became apparent that now is not the time for wholesale change of a process that many municipalities and practitioners have indicated is working well. Municipalities as well as stakeholders have become well versed with the Class EAs and would not benefit from extensive changes to those aspects that are working.</p> <p>Therefore, the underlying principle in the review and updating of the Class EAs was to maintain the substance of the existing process while making any necessary changes.</p>	

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		<p>Nevertheless, some issues were identified relating not only to components of the existing Class EAs but also to new features of the amended EA Act, potential opportunities to improve and enhance the Class EAs, and, evolving new issues.</p> <p>Based on input from the Steering Committee and stakeholders, the options for addressing the identified issues were assessed, a preferred option determined, and, pertinent changes incorporated into the updated Class EA or identified for subsequent follow-up separate from the Class EA Renewal Project.</p> <p>Table A.1 summarizes the main issues and how they were addressed.</p>	
O6	A.1.2.5	<p>A.1.2.5 “Parent” Class EA Framework</p> <p>As noted earlier, comments received by MEA and the information collected through the Renewal Project indicated that, in general, the process is working well. There were, however, differing opinions with regard to the level of explanatory detail and amount of direction to be provided. This was to be expected given the broad scope of the document, and its application to a variety of projects being undertaken by numerous proponents.</p> <p><u>Annual monitoring of the MCEA process since 2000, demonstrates that, while there have been several serious specific issues, in general the MCEA process is working well and continues to serve the public.</u></p> <p>There are many proponents who are knowledgeable and experienced in applying the Municipal Class EA process to a full range of <u>straightforward or complex</u> projects either straightforward or complex, and, who have developed their own approach to Master Plans and co-ordinating EA Act requirements with Planning Act requirements. There are, however, some municipalities who desire greater direction, assistance or reassurance in</p>	First paragraph revised to reflect recent issues with the MCEA process.

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		<p>carrying out their Class EA process, particularly when interpreting the schedules, conducting Master Plans, and coordinating with other legislation, particularly the Planning Act.</p> <p>This document does not provide exhaustive direction on how to manage complex projects or Master Plans. First and foremost, the Class EA provides the framework for environmental assessment planning of municipal infrastructure projects to fulfill the requirements of the EA Act. The key elements of the framework are provided in Section A.2. The Class EA establishes principles and certain minimum mandatory requirements and has been set-up as a self assessment process which is flexible enough to allow different proponents to meet the needs of specific projects while ensuring that the requirements of the EA Act are met. <u>To assist proponents, MEA has created an MCEA Companion Guide that provides useful tips for proponents and illustrates minimum requirements with examples. This Guide, is available on MEA's web site and provides practical advice on satisfying the minimum requirements for Schedule A+, B and C projects with real life examples. It focuses on satisfying the minimum requirements for Advertising/Consultation, the EA process including investigation into options and detailed design and Documentation (Schedule A+, B and C) and explains when additional work could be considered. The Guide does not provide expanded information on each section of the MCEA. Look for the Companion Guide icon in the margin to see if further information is available</u> If a proponent determines that it requires more specific direction, then it may be appropriate for them to develop their own guidance documents to provide supplementary direction for project managers.</p>	
O7	A.1.2.6	<p>A.1.2.6 Main Features of the 2000 Municipal Class EA</p> <p>The 2000 Municipal Class EA retained the process identified in the previous Class EAs as well as much of the explanatory information that was previously</p>	

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		<p>provided. The document, however, was reformatted and reorganized for easier use. The main features are:</p> <ul style="list-style-type: none"> • consolidation of the Class EA for Municipal Road Projects and the Class EA for Municipal Water and Wastewater projects into one document; • consolidation of common process elements (i.e. five phase process, consultation) in Part A, road projects in Part B and water and wastewater projects in Part C; • no substantive changes to the basic five phase planning process or mandatory minimum requirements; • references to property acquisition in the process flow chart and text were deleted due to changes in the amended EA Act; • identification of optional steps in flow chart; • schedules were printed on yellow paper in Appendix 1; • provision to change the status of project (formerly referred to as the bump-up provision) was updated to reflect the new terminology and information in the amended EA Act - now referred to as a "Part II Order" (see Section A.2.8); • a new monitoring provision was added whereby proponents must submit a copy of the Notice of Completion for Schedule B projects and a Notice of Completion of an (Environmental Study Report) ESR for Schedule C projects to the <u>Environmental Assessment and Permissions</u>A Branch (see Section A.1.5.1); • additional information on Master Plans was provided in Section A.2.7 and Appendix 4; • the means for co-ordination with the Planning Act has been revised, streamlined and clarified in order to continue to encourage integrated infrastructure and land use planning under both the EA Act and the Planning Act (see Section A.2.9); and • explanatory notes and helpful hints related to the Class EA process were highlighted in the margins in Part A of the document. 	

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		<p>The 2000 document was amended in 2007, 2011, 2015 and 2019. A summary of the amended document is discussed in Section A.1.6.</p>	
O8	A.1.4	<p>A.1.4 PHASE-IN</p> <p>Phase-in provisions</p> <p>For roads, water/and-wastewater <u>and transit</u> projects, the following phase-in provisions are provided:</p> <p>1) <u>All Schedule A and A+ projects are exempt from EA Act requirements as of June 2019.</u></p> <p>2) <u>Any Schedule B or C project for which a Notice of Commencement pletion has been issued under the 2000 Class EA <u>as amended in 2017</u>, mayshall continue under the 2000 Class EA <u>as amended in 2017</u> until the project is completed <u>unless the proponent provides notice to impacted stakeholders that the process has been terminated and re-starts the EA process following the latest amended process</u></u></p> <p>3) <u>Any Schedule B or C project for which a Notice of Completion has been issued under the 2000 Class EA as amended in 2017 shall continue under the 2000 Class EA as amended in 2017 until the project is completed and the commitments in the EA fulfilled unless the proponent provides notice to impacted stakeholders that the project has been terminated and re-starts the EA process following the latest amended process.</u></p> <p>2) Since there have been no substantive changes to the process or mandatory consultation requirements, and only minor revisions to the schedules, all other projects, as described in this document, are subject to the requirements of this Class EA as of the date of approval of this Municipal Class EA. Where changes to the Municipal Class EA do affect</p>	New phase in provisions are provided

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		<p>a project currently underway, then proponents can consult the EAA Branch to discuss the appropriate approach.</p> <p>For transit projects, phase-in provisions are provided in Section D.1.1 "Implementation and Transition Provisions".</p>	
O9	A.1.5.1	<p>A.1.5.1 Monitoring of Municipal Class EA</p> <p>In order to monitor the effectiveness of the process in meeting the requirements of the EA Act, as well as municipal compliance, proponents are required to submit to the MOE – EAA Branch, (MEA.Notices.EAAB@ontario.ca), one copy of the "Notice of Completion" for each Schedule B project and the "Notice of Completion of Environmental Study Report" for each Schedule C project.</p> <p><u>The Ministry of the Environment, Conservation and Parks becomes aware of streamlined environmental assessments (e.g., class environmental assessment projects, electricity projects and waste management projects) through notifications by project owners. Notifying the ministry is an important step in the streamlined environmental assessment processes. As part of the ministry's ongoing efforts to improve processes and ensure the ministry has an opportunity to provide input on projects undergoing streamlined environmental assessments, the ministry has established dedicated email accounts in each regional office. These accounts will be used to receive notices as required in your class environmental assessment process along with a new "Project Information Form". As of May 1, 2018, proponents must use this new process.</u></p> <p><u>4 Step Process for Submitting Notices of Commencement for Streamlined EAs</u></p> <p><u>To submit your notice you need to do the following:</u></p>	Describes new process to submit notices. Re-write to mesh with info in Companion Guide

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		<p><u>1. Download and complete the Project Information Form.</u> (The Form can be found here Ontario.ca under “Streamlined EAs”. It is an excel spreadsheet with columns that need to be filled out by the proponent. The form has been developed for ease of use (i.e. drop-down pick list for most fields). Instructions on filling out the form are contained in 2 tabs within the form itself).</p> <p><u>2. Create an email. The subject line of your email must include in this order: project location, type of streamlined EA and project name</u></p> <p><u>For example:</u></p> <ul style="list-style-type: none"> • <u>York Region, MEA Class EA, Elgin Mills Rd East (Bayview to Woodbine)</u> • <u>Durham Region, Electricity Screening Process, New Cogeneration Station</u> • <u>City of Ottawa, Waste Management Screening Process, Landfill Expansion</u> <p><u>3. Attach the completed Project Information Form (in excel format) and a copy of your project notice (in PDF format) to the email.</u></p> <p><u>4. Send by email to the appropriate ministry regional office:</u></p> <p><u>Central Region – eanotification.cregion@ontario.ca</u> <u>Eastern Region – eanotification.eregion@ontario.ca</u> <u>Northern Region – eanotification.nregion@ontario.ca</u> <u>South West Region – eanotification.swregion@ontario.ca</u> <u>West Central Region – eanotification.wcregion@ontario.ca</u></p> <p><u>3 Step Process for Submitting Notices of Completion for Streamlined EAs</u></p>	

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		<p><u>To submit your notice you need to do the following:</u></p> <ol style="list-style-type: none"> <u>1. Create an email. The subject line of your email must include in this order: project location, type of streamlined EA and project name</u> <u>For example:</u> <ul style="list-style-type: none"> <u>• York Region, MEA Class EA, Elgin Mills Rd East (Bayview to Woodbine)</u> <u>• Durham Region, Electricity Screening Process, New Cogeneration Station</u> <u>• City of Ottawa, Waste Management Screening Process, Landfill Expansion</u> <u>2. Attach a copy of your project notice (in PDF format) to the email.</u> <u>3. Send by email to the appropriate ministry regional office:</u> <ul style="list-style-type: none"> <u>Central Region – eanotification.cregion@ontario.ca</u> <u>Eastern Region – eanotification.eregion@ontario.ca</u> <u>Northern Region – eanotification.nregion@ontario.ca</u> <u>South West Region – eanotification.swregion@ontario.ca</u> <u>West Central Region – eanotification.wcregion@ontario.ca</u> <p><u>Notes:</u></p> <ul style="list-style-type: none"> <u>• The hyperlink to the MECP District Officer Locator website, can be used to assist with determining what ministry region your project is located.</u> <u>• If your project is located in more than one ministry region, you need to submit your notices to all appropriate regions.</u> <p>This in turn will provide a record of projects undertaken within the province for use during the next review of this Class EA.</p>	

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		<p>A sample cover sheet to accompany the copy of the Notice submitted to the MECP - EAA Branch is provided in Appendix 6.</p> <p>In addition, representatives of the MEA will meet with staff of the MECPOE - EAA Branch on an annual basis to review any comments received.</p>	
O10	A.1.6	<p>A.1.6 Amendments to the Municipal Class EA</p> <p>In 2000, the Municipal Class EA parent document, prepared by the MEA on behalf of proponent municipalities, was approved under the Ontario EAA. As part of the approval given by the Minister of the Environment, Conservation and Parks, the MEA is required to undertake annual monitoring of the Class EA process to ensure the effectiveness in its continued use. In addition, the MEA is required to carry out a more comprehensive review of the Class EA process as part of the five-year reviews that are required by the Notice of Approval given for the Class EA.</p> <p>Over the years, a number of minor and major amendments to the Class EA have been proposed and approved and the Class EA document updated accordingly. <u>These amendments include:</u></p> <p><u>2007 – Amendment to create the Schedule A+ and to create the Transit section.</u></p> <p><u>2011 – Amendment to revise Section A.2.9 Integration with the Planning Act</u></p> <p><u>2015 – Amendment to the Roads section of Appendix 1 to include active transportation facilities.</u></p> <p><u>2019 – Amendment to Appendix 1 and other various sections as described below;</u></p>	<p>Section updated to list recent amendments.</p>

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		<p><u>Roads</u></p> <ul style="list-style-type: none"> a. <u>All stockpiling salt is Schedule A</u> b. <u>A number of projects that were Schedule A if < \$2.4m or Schedule B if > \$2.4m are shifted to Schedule A or A+</u> c. <u>A number of projects that were Schedule A are shifted to Schedule A+ to ensure the community is notified</u> d. <u>All roads (including collector and arterial) that are required as a specific condition of a planning approval are Schedule A</u> e. <u>Road diets and Roundabouts are included in Schedule A+</u> f. <u>If the heritage aspects of a bridge are addressed, reconstruction with the same vehicle capacity is Schedule A+.</u> g. <u>Reconstruction of expressways is included in Schedule C</u> <p><u>Water/Wastewater</u></p> <ul style="list-style-type: none"> h. <u>A number of existing items have been combined</u> <ul style="list-style-type: none"> i. <u>4 items that deal with standby power combined into 1 item</u> ii. <u>10 items that deal with works yards combined into 1 item</u> iii. <u>4 items that deal with retiring facilities combined into 1 item</u> i. <u>Projects must be required as a specific condition of a planning approval or subject to planning requirements and these terms will be added to the glossary.</u> j. <u>LID features have been added to Schedule A and A+</u> k. <u>A number of projects have been shifted from Schedule A to Schedule A+ to provide notice to the local community</u> l. <u>A number of projects have been shifted from Schedule B to Schedule A+ as the technical requirements are covered by an ECA and PTTW. Property acquisition is used as a trigger –</u> 	

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		<p><u>most projects are Schedule A+ unless property acquisition is required.</u></p> <p><u>m. Infrastructure crossing a water course is clarified – Schedule A+ if replacement, trenchless or attached to existing bridge. New open cut or new bridge support is Schedule B.</u></p> <p><u>Transit</u></p> <p><u>n. Make all traffic control devices and safety projects Schedule A+ to be consistent with the Roads section</u></p> <p><u>o. For water crossings refer to vehicle capacity not hydraulic capacity</u></p> <p><u>p. Shift reconstruction, new stations, new passenger pick up, and new maintenance facilities from Schedule B or C to Schedule A+ to provide notice to the local community and rely on the planning approval process.</u></p> <p><u>Other Sections</u></p> <p><u>q. Executive Summary, Glossary and other sections re-written to include update information related to Bill 108, the EA renewal process and changes made to Appendix 1</u></p> <p><u>r. A.1.2.2 Project Schedules - Section is re-written to explain the exemption of Schedule A and A+ projects provided by Bill 108 and to describe the responsibilities of municipalities related to these projects to be accountable to their citizens</u></p> <p><u>s. Various sections revised to include information from the Companion Guide</u></p> <p><u>t. A.1.4 Phase-In - Section revised for current amendment</u></p> <p><u>u. A.1.5.1 Monitoring of Municipal Class EA – Section revised to include process for submitting notices to MECP</u></p>	

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		<p><u>v. A.1.7 MECP Codes of Practice – Section is updated to include current information about the Codes of Practice and Climate Change direction from the Companion Guide</u></p> <p><u>w. A.2.1.1 Level of Complexity – Section revised to highlight the use a Schedule A+ for many projects.</u></p> <p><u>x. A.2.7.1 The Master Planning Process – Section revised to explain expiry of a Master Plan and the abilities for a PIOR</u></p> <p><u>y. A.2.10 Relationship of Projects within the Class EA to other Legislation – Section revised to identify other relevant regulations</u></p> <p><u>z. A.3.5.3 Public Notices – Section revised to explain ability to establish notice requirements</u></p> <p><u>aa. A.4.3 Revisions and Addenda to Environmental Study Report – Section revised to clarify expiry/lapse of time.</u></p> <p><u>bb. Appendix 6 Sample Notices – New Sample Notices including for Schedule A+ are provided.</u></p> <p><u>Sections Common with Other Class EAs</u></p> <p><u>cc. A.1.5.2 Municipal Class EA Amending Procedures – MECP is to provide common wording.</u></p> <p><u>dd. A.2.8 Changing the Project Status – Appeal Process – MECP is to provide common wording</u></p> <p>A comprehensive list of the amendments made to the Class EA process is available on the MEA's website (http://www.municipalclassea.ca/) and proponents are encouraged to review this information to ensure that they have the most current information. The MEA will continue in its efforts to notify its stakeholders of any future changes to the Class EA.</p> <p>As part of its 5-year review of the Class EA, MEA proposed a number of amendments which were posted on MEA's website under "Municipal Class</p>	

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		<p>EA — Change Management”. The proposed amendments were identified as follows:</p> <p>Minor Amendment: — minor modifications to the document</p> <p>Major Amendment — Part 1: — addition of a new project Schedule A+, defined as, “pre-approved, however, the public is to be advised prior to implementation. The manner in which the public is to be advised is to be determined by the proponent.”</p> <p>— increase cost thresholds for road projects</p> <p>— other changes as identified during review</p> <p>Major Amendment — Part 2: — addition of Municipal Transit Projects</p> <p>The preparation of these amendments was done in parallel. The amendments were approved by the Ministry of the Environment (MOE) on September 6, 2007. Thereafter, MEA incorporated the amendments into the Municipal Class EA and re-issued the document.</p>	
O11	A.1.7	<p>A.1.7 <u>MECPOE Codes of Practice (2007) and Climate Change</u></p> <p>In August 2007, the Ministry of the Environment released a draft of the <i>Code of Practice: Preparing, Reviewing and Using Class Environmental Assessments in Ontario</i> which sets out the Ministry’s expectations for the content of a “parent” class environmental assessment under 14 (2) of the <i>Environmental Assessment Act</i>. It also sets out the roles and responsibilities for all participants in the class environmental assessment process at the project stage and provides guidance to the public on how to navigate the class environmental assessment process for a particular project.</p>	<p>Section is updated to include current information about the Codes of Practice and Climate Change direction from the Companion Guide</p>

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		<p>In addition, it should be noted that on May 30, 2007, the Minister of the Environment approved three of the five Codes of Practice and one guidance document. They are:</p> <ul style="list-style-type: none"> • Code of Practice: Preparing and Reviewing Terms of Reference for Environmental Assessments in Ontario • Code of Practice: Consultation in Ontario's Environmental Assessment Process • Code of Practice: Using Mediation in Ontario's Environmental Assessment Process <p>Federal/Provincial Environmental Assessment Coordination in Ontario: A Guide for Proponents and the Public</p> <p><u>The MECP has developed codes of practice to provide guidance on key aspects of the Class EA process. The codes of practice include:</u></p> <ul style="list-style-type: none"> <u>• <i>Preparing, Reviewing and Using Class Environmental Assessments in Ontario</i></u> <u>• <i>Consultation in Ontario's Environmental Assessment Process</i></u> <u>• <i>Using Mediation in Ontario's Environmental Assessment Process</i></u> <p><u>Together, the codes of practice:</u></p> <ul style="list-style-type: none"> <u>• <i>Set out the ministry's expectations for the content of a variety of environmental assessment documents and provide guidance on the roles and responsibilities of all participants in the environmental assessment process</i></u> <u>• <i>Provide clear direction to proponents, environmental assessment practitioners, and other stakeholders involved in the environmental assessment process on class environmental assessments, consultation, and mediation</i></u> <u>• <i>Promote the transparency of government involvement and the decision-making process when projects must meet the requirements of provincial environmental assessment legislation</i></u> <p><u>In addition to these codes of practice, the MECP has also developed the following guidance document:</u></p>	

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		<ul style="list-style-type: none"> • <u>Considering climate change in the environmental assessment process</u> <p><u>This guide is a companion to the codes of practice and sets out the ministry's expectations for considering climate change in the preparation, execution and documentation of environmental assessment studies and processes.</u></p> <p><u>The guide describes two types of climate change effects that can be considered. The first is the effect that a project can have on climate change. In this instance, the issue to be considered is the degree to which the project can provide some climate change mitigation measures by reducing carbon emissions and / or enhancing / protecting natural landscapes that act as carbon sinks. The second is the effect climate change has on a project. In this instance, the issue to be considered is the degree to which the project can demonstrate adaptation to climate change impacts.</u></p> <p><u>Climate Change Mitigation</u></p> <p><u>Climate change mitigation is a "big picture" issue. The most significant impact where decisions are made for climate change mitigation (i.e. green house gas emission reduction / protection and enhancement of natural areas as carbon sinks) relates to high level planning in a community. These types of planning decisions take place long before an undertaking is considered in the context of the Environmental Assessment Act. These decisions are made through the development of Official Plans and Secondary plans under the Planning Act.</u></p> <p><u>Provincial Policy Statements address the need for climate change considerations in these high-level planning decisions. Infrastructure system development, expansion and improvement projects that fall under the MCEA follow the strategic direction of these high-level planning decisions. The impact on climate change mitigation between alternative conceptual</u></p>	

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		<p><u>solutions (Phase 2 of the MCEA) or optional design approaches (Phase 3 of the MCEA) could be relatively minor at this stage of the development of an undertaking. This would be a basis for a proponent to scale the level of evaluation associated with climate change mitigation assessment in the project.</u></p> <p><u>A logical approach to incorporate some consideration into the Class EA evaluation, if warranted, is to include climate change mitigation criteria into the decision-matrix as one of the factors impacting the selection of a preferred solution (Phase 2 of the MCEA) and / or preferred project design option (Phase 3 of the MCEA). Possible criteria descriptions may be as follows:</u></p> <ul style="list-style-type: none"> <u>• Potential for green house gas emission reduction measures</u> <u>• Potential for protecting / enhancing carbon sinks (i.e. natural landscapes)</u> <p><u>These accommodate qualitative statements, such as “high / medium / low” to be part of the decision matrix based on potential measures that an option may be able to accommodate in reducing GHG emissions or protecting / enhancing carbon sinks.</u></p> <p><u>Climate Change Adaptation</u></p> <p><u>Climate change adaptation is a project specific issue. Any weather event related to climate change that exerts an influence on a project can be considered an effect of climate change on a project. Extreme weather events and phenomenon are changing the performance or level of service for existing infrastructure systems and impacting the basis of designing new systems for the future.</u></p> <p><u>Climate change effects can be localized to property / project specific sites (e.g. flooding from extreme rainfall events), or wide-spread over large areas</u></p>	

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		<p><u>or regions (e.g. higher community water demands from drought conditions, higher power demands for heating and cooling from cold and hot temperature extremes, ecosystem resilience issues from rain, drought, ice and wind storms or other extreme events of nature).</u></p> <p><u>Effects of climate change on wide-spread areas would typically be addressed in master plan and high-level planning studies of community infrastructure needs. As with climate change mitigation, many of these decisions would be addressed through higher level community planning processes under the Planning Act and aligning with appropriate Provincial Policy Statements that incorporate climate change considerations. The Province's EA program is developing more climate change guidance and tools for proponents. Reference is made to the MECP Climate Change website.</u></p> <p><u>Addressing the potential effects of climate change on localized properties and projects ultimately becomes part of the design process, where infrastructure systems and structures are designed in such a way as to adapt and be resilient to extreme weather events. The impact on climate change adaptation between alternative conceptual solutions (Phase 2 of the Municipal Class EA) or optional design approaches (Phase 3 of the Municipal Class EA) could be relatively minor at this stage of the development of an undertaking. This would be a basis for a proponent to scale the level of evaluation associated with climate change adaptation assessment in the project.</u></p> <p><u>A logical approach to incorporate some consideration into the evaluation, if warranted, is to include climate change adaptation criteria into the decision-matrix as one of the factors impacting the selection of a preferred solution (Phase 2 of the Municipal Class EA) and / or preferred project design option (Phase 3 of the Municipal Class EA). Possible criteria descriptions may be stated as follows:</u></p>	

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		<ul style="list-style-type: none"> • <u>Vulnerability of project / infrastructure to climate change effects</u> • <u>Flexibility to incorporate climate change adaptation measures in design</u> <p><u>These criteria accommodate qualitative statements, such as “high / medium / low” to be part of the decision matrix based on degree of vulnerability between options to climate change effects and flexibility to accommodate adaptation features into the design of an undertaking.</u></p> <p><u>Climate Change Conclusions</u></p> <p><u>The proponent should avoid including specific detailed design features in the EA analysis, particularly if these specific design features can be readily incorporated with any of the selected alternatives. Instead, the EA analysis should focus on factors that contribute to selecting the best alternative solution.</u></p> <p><u>The proponent would also decide what weighting the climate change criteria would carry relative to the other criterion in the decision matrix.</u></p> <p><u>The outcome of these considerations would result in proponent commitments through recommendations in the Phase 2 Report or Environmental Study Report to address adaption measures in the implementation of the preferred project (i.e. Phase 5 - design and construction of the Municipal Class EA).</u></p> <p><u>In summary, climate change considerations need to be incorporated into the Municipal Class EA process, but these must be scaled appropriately to be practically applied for the types of projects completed under the Class EA process.</u></p>	
O12	A.2.1.1	A.2.1.1 Level of Complexity	Information from Companion Guide is

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		<p>The following sections describe the planning process in this Class EA. It is important, however, to recognize that there is flexibility within the process to be responsive to specific project and consultation needs, while ensuring that the requirements of the Class EA are met.</p> <p>Level of complexity or sensitivity can relate to the nature of the problem or opportunity being addressed, the level of investigation required to assess alternatives and environmental effects, and public and agency issues and concerns. The level of complexity may affect the selection of the project schedule, and the scope of each phase in the Class EA process as well as the need to revisit steps in the process. The level of complexity will therefore affect the manner in which a project proceeds through the process.</p> <p>The complexity of a project is based on many components, including environmental effects, public and agency input and technical considerations, and how these interrelate on a specific project. Accordingly, the determination of complexity (and its ongoing assessment) requires sound professional judgement, is an inherent function of the management of a project and, is the responsibility of the proponent.</p> <p>Given the varying levels of complexity, the divisions amongst Schedules A, <u>A+, B and C projects are therefore often not distinct. For example, a Schedule B project with many issues and broad community interest could approach the complexity of a Schedule C project. A particularly complex or controversial Schedule A or A+ project would likely warrant efforts beyond the minimum described in the MCEA. However, before deciding to elevate the project to a Schedule B process, the proponent should ask - for this particular project, would the community benefit from:</u></p>	<p>included. See attached for Companion Guide. section.</p>

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		<p><u>1) More opportunity for public engagement? If yes, additional consultation can be undertaken. The proponent should carefully consider what type of consultation the community and stakeholders would most benefit from, ensuring a meaningful engagement process. Additional consultation (outside the requirements of the MCEA process) can be done in whatever form is most appropriate for the situation.</u></p> <p><u>2) A very detailed consideration of alternatives? If yes, then additional consideration and evaluation of alternatives can be done. This additional level of detail is not required in other steps of the process, if is not deemed to be necessary.</u></p> <p><u>3) Thorough documentation of the preferred solution and associated mitigating measures? If yes, then a report, memo, presentation, or other form of documentation (beyond the requirements of the MCEA) can be prepared to document the process, preferred solution, and next steps.</u></p> <p><u>4) Having the ultimate decision regarding the project made outside the community? If yes, then the proponent should elevate the project to a Schedule B or C process and allow the community the opportunity to file a Part II Order Request. If warranted, the Minister will then make the final determination regarding the project.</u></p> <p>As a result, some proponents may choose to follow the process for a Schedule B, while others may decide to follow the process for a Schedule EA<u>A+ with enhanced engagement, analysis or documentation.</u></p> <p>While the Class EA document defines the minimum requirements for environmental assessment planning, the proponent is responsible for “customizing” it to reflect the specific complexities and needs of a project.</p>	

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		<p><u>There is no need to automatically follow all of the steps of a higher Schedule. Instead, the proponent should expand the process to incorporate the components that will provide benefit to the community. All the above can be accomplished without elevating the project to a Schedule B or C process.</u></p> <p><u>IMPORTANT NOTE – When a proponent has a particularly complex or controversial project and decides to add extra steps (public engagement, more consideration of alternatives, extensive documentation or elevate a project to a higher Schedule), this extra effort should not become normal practice. Remember that this extra effort was justified for a specific project because of the unique circumstances. Unless the next project also has unique circumstances, the project should follow the process outlined in the Municipal Class EA.</u></p> <p>The foregoing should be considered not only at the outset of project planning but as one proceeds through the process and reviews and confirms the project schedule.</p> <p>All activities undertaken in the planning process must be documented and records maintained in a form which can be presented to the public for review. However, the proponent need only gather and document information which is likely to have a direct bearing on impacts and mitigating measures. The level of detail of the information to be inventoried should reflect the potential severity of the impacts predicted</p> <p>Lastly, it should also be noted that the process outlined in the following sections is not necessarily sequential. It can be an iterative process whereby the results of one Step may necessitate re-evaluation of a previous Step.</p>	

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O13	A.2.7.2	<p>A.2.7.2 Master Plan – Monitoring, <u>Amending and Lapse of Time</u></p> <p>In order to monitor the effectiveness and benefits of this approach, proponents are required to briefly summarize how the Master Plan followed Class EA requirements and copy this to the EAA Branch, including copies of mandatory notices.</p> <p><u>Master Plans are long term plans that will likely be implemented over many years. The inclusion of a project in a Master Plan does not provide EA Act approval – there is no Notice of Completion for a Master Plan and no associated approval. In order to meet the requirements of the EA process, a Notice of Completion for each of the identified Schedule B and C projects must be issued. As such, there is no lapse of time limit on a Master Plan.</u></p> <p><u>However, when the proponent wants to proceed with one of the identified Schedule B or C projects, the proponent needs to complete the Municipal Class EA process with complete and current information. If the Master Plan is dated and does not include complete and current information, the proponent will need to gather and analyze that information prior to issuing the Notice of Completion for the Schedule B or C project.</u></p> <p><u>It is recommended that proponents review and update (amend) their Master Plans on a regular basis. Regular updates will permit the proponent to simply reference the complete and current information in the Master Plan when proceeding with completion of the EA process for a project.</u></p>	Includes advice on amending and lapse of time and recommends regular updates to keep Master Plans current.
O14	A.2.10	<p>A.2.10 RELATIONSHIP OF PROJECTS WITHIN THE CLASS EA TO OTHER LEGISLATION</p> <p>This Class EA process can be conducted in such a way as to ensure compliance with other environmental legislation. The Class EA process,</p>	Updates entire section and includes traffic calming, source water protection, ECAs,

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		<p>however, does not replace or exempt the formal processes of other applicable federal, provincial and municipal legislation and municipal by-laws, such as permits or approvals and the specific public and agency consultation that they may require. Where possible, duplication between the Class EA process and other formal approval processes should be avoided.</p> <p><u>This section is not intended to be an exhaustive list of approvals or undergo regular updates to reflect ongoing changes to legislation. It is well beyond the scope of this document to outline all the potential legislation and regulatory requirements of municipal projects. It is, therefore, the responsibility of the proponent to ensure that all approval and permitting requirements are met prior to implementation. Furthermore, good project management will endeavour to do this in a streamlined and efficient manner in order to minimize duplication where possible.</u></p> <p>The relationship to the following provincial legislation is discussed in the following sections:</p> <ul style="list-style-type: none"> • Planning Act, 2001- see Section A.2.9 • Municipal Act, 2001 see Section A.2.10.1 • Ontario Water Resources Act, 1990 see Section A.2.10.2 Environmental Protection Act, 1990 • Consolidated Hearings Act, 1990 see Section A.2.10.3 • Ontario Regulation 586/06 see Section A.2.10.4 • Drainage Act, 1990 see Section A.2.10.5 <p>Other key provincial, <u>plans and policies</u> legislation includes:</p> <ul style="list-style-type: none"> • the Provincial Policy Statement (PPS); • the Oak Ridges Moraine Conservation Act 2001, and the Oak Ridges Conservation Plan enacted in 2001; 	<p>transit reg and other regulations related to the MCEA</p>

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		<ul style="list-style-type: none"> • the Ontario Safe Water Drinking Act, 2002 and its regulations; • the Nutrient Management Act, 2002 and its regulation; • the Niagara Escarpment <u>Planning and Development Act, and Niagara Escarpment Plan</u>; • the Greenbelt <u>Act, 2005 and the Greenbelt Plan</u>; • Places to Grow Act, <u>2005 and the Growth Plan for the Greater Golden Horseshoe</u>; • Ontario Heritage Act, <u>1990 and its regulations</u>; • Ontario Regulation 116/01 (Electricity Regulation); • Clean Water Act, 2006 <u>and its regulations</u>; • Great Lakes – St. Lawrence River Basin Sustainable Water Resources Agreement, December 2005; • <u>Safeguarding and Sustaining Ontario’s Water Act, 2007.</u> <ul style="list-style-type: none"> • <u>The Endangered Species Act, 2007 and its regulations</u>; • <u>The Lake Simcoe Protection Act, 2008 and the Lake Simcoe Protection Plan</u>; • <u>Water Opportunities Act, 2010</u>; • <u>Ontario Regulation 101/07.</u> • <p><u>Also, proponents should be aware of the following:</u></p> <p>In addition it should be noted that Section 3.3(1) of the Ontario EA Act removes traffic calming from being subject to the Ontario EA Act.</p> <p><u>Ontario Regulation 116/01 (Exempts Standby Power)</u></p> <p><u>Ontario Regulation 334/90 (Exempts projects not defined in Class EA if < \$3.5m)</u></p> <p><u>Ontario Regulation 345/93 (Exempts private proponents)</u></p> <p><u>Ontario Regulation ???/19 (Establishes process for Part II Order Requests)</u></p> <p>Municipal projects must also comply with the requirements of the Canadian</p>	

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		<p>Environmental Assessment Act (CEAA)<u>federal Impact Assessment Act (IAA)</u> where applicable. This is discussed in Section A.2.11. In addition, there are a number of Federal Acts that are relevant to municipal projects including:</p> <ul style="list-style-type: none"> • Fisheries Act (see Section A.2.11.1). • Navigable Waters Protection Act (see Section A.2.11.2). • Species at Risk Act (see Section A.2.11.3). • Migratory Birds Convention Act. <p>Canadian Transportation Act.</p> <p>Federal agencies have prepared a document entitled, “Information Requirements for Municipal Class Environmental Assessment Projects – Guidance Document”. The focus of this Guidance Document is on projects for which Fisheries and Oceans Canada, Transport Canada (Navigable Water Protection Program), Environment <u>and Climate Change</u> Canada and Industry Canada are involved, since these are the departments that most frequently have an interest in municipal projects</p>	
O15	A.2.10.1	<p>A.2.10.1 Municipal Act / <u>City of Toronto Act</u>]</p> <p>The <i>Municipal Act</i> sets out the powers of municipalities and the division of responsibilities in all municipal systems. It provides the authority under which municipalities may operate. Proponents are urged to coordinate requirements under the EA Act and the Municipal Act where possible and appropriate, for example, public notification.</p> <p><u>The City of Toronto Act is a permissive legislative framework created for the City of Toronto that provides the city with broader powers to pass by-laws on matters ranging from health and safety to the city’s economic, social and environmental well-being.</u></p>	
	A.2.10.6	A.2.10.6 The Clean Water Act	

Commented [CR1]: Suggest that this subsection be renamed 'Municipal Act / City of Toronto Act' and that the section clarify that the City of Toronto Act applies to the City of Toronto instead of the Municipal Act.

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		<p>The purpose of the <i>Clean Water Act</i> (CWA) is to protect existing and future sources of municipal drinking water. Under the CWA, four types of vulnerable areas have been delineated around surface water intakes and wellheads for every existing and planned municipal residential drinking water system that is located in a Source Protection Areas (SPA). These vulnerable areas are known as a Wellhead Protection Areas (WHPAs), or surface water Intake Protection Zones (IPZs), Highly Vulnerable Aquifers (HVAs) and Significant Groundwater Recharge Areas (SGRAs). In addition, portions of the vulnerable areas may include Issues Contributing Areas (ICAs) and Events-based Areas (EBAs). Details regarding the location of vulnerable areas will be are available in approved Source Protection Plans/Assessment Reports available on and from the Conservation Authority/Source Protection Authority websites.</p> <p>Source protection plans set out the local approach to protecting sources of drinking water. Where an activity poses a risk to drinking water, policies in the local source protection plan may impact how that activity is undertaken. Policies may prohibit certain activities, or they may use certain tools to manage these activities. Municipal Official Plans, planning decisions, Municipal Class EA projects (where a project includes a drinking water risk) and prescribed instruments must conform with policies that address significant risks to drinking water and must have regard for policies that address moderate or low risks.</p> <p>Projects Located Within A Vulnerable Area: Projects being proposed in a vulnerable area may pose a risk to drinking water and may be subject to policies in a source protection plan. When projects are proposed within a vulnerable area, the policies in source protection plans must be considered and the impact of the policies on those who may need to implement the policies or those who are otherwise impacted (e.g. land owners) should be given adequate consideration during the planning stage. Proponents undertaking a Municipal Class EA project must identify early in their process whether a project is or could potentially be occurring within a vulnerable area; this would fall within Phase 1 of the Class EA process and must be clearly documented in the project file or Environmental Study Report (ESR), as may be appropriate.</p> <p>Projects that create new or amended vulnerable areas: For any proposed projects that alter or result in new vulnerable areas, the vulnerable areas will have to be incorporated into updated Source Protection Plans/Assessment</p>	

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		<p>Reports. Examples of such projects include but are not limited to: municipal well or surface water intake (existing or draw on a new source of drinking water), new storm sewersheds due to new development (which can expand an intake protection zone). When this happens, landowners within new or amended vulnerable areas (IPZs or WHPAs) will be subject to source protection plan policies. These policies may impact existing or proposed land uses and the activities carried out by landowners. To fully understand the impact of establishing a new or expanded drinking water systems, it is recommended that the technical work required by the CWA to identify the vulnerable areas and potential drinking water threats be undertaken concurrently with the Municipal Class EA process. This will facilitate the assessment of potential impacts and allow a more comprehensive consultation process with potentially affected stakeholders. Coordinating this work will also expedite Source Protection Plan/Assessment Report amendments to incorporate the new system or any changes to existing systems that may be required. It will also minimize the likelihood of Municipal Class EA proponents having to amend completed Municipal Class EA projects to reflect the technical work required by the CWA.</p> <p>For further clarifyinformation on source protection requirements, the proponent can should contact source protection staff at the local or regional the Conservation AuthoritySource Protection Authority.</p>	
		Endangered Species Act	
		Impact Assessment Act	
O16	A.3.1	<p>A.3.1 General</p> <p>Consultation early in and throughout the process is a key feature of environmental assessment planning. Consultation is a two-way communications process between the proponent and affected or interested stakeholders that provides opportunities for information exchange and for those consulted to influence decision-making. The degree to which</p>	

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		<p>decision-making can be influenced will depend on the nature of the problem or opportunity being addressed, the alternatives and their environmental effects, the nature of any concerns which are identified, and the responsibilities of the proponent. Through an effective consultation program, the proponent can generate meaningful dialogue between the project planners and stakeholders including the general public, property owners, community representatives, <u>Indigenous communities</u>, interest groups, review agencies and other municipalities. This allows an exchange of ideas and the broadening of the information base leading to better decision making. One of the principal aims of consultation, therefore, is to achieve resolution of differences of points of view, thus reducing or avoiding controversy and, ultimately, avoiding the use of the provision to require a project to comply with Part II of the EA Act which addresses individual environmental assessments. Furthermore, contact with review agencies will ensure compliance with all public policy and regulatory requirements that <u>proponents are made aware of the government agency requirements that need to be addressed as part of the planning process or through the issuance of permits or approvals following the completion of a Class EA.</u></p> <p>This section discusses the main stakeholders and identifies the timing and type of mandatory notification requirements. These are a minimum only. Proponents must tailor the consultation program to address the needs of a specific project and its stakeholders. Supplementary information is provided in Appendix 5 while sample notices are provided in Appendix 6.</p>	
O17	A.3.5.1	A.3.5.1 Development of a Public Consultation Plan	

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		<p>At the outset of the study, a proponent shall develop a public consultation plan to address the following while taking into consideration the minimum mandatory requirements and objectives of effective consultation:</p> <ul style="list-style-type: none"> • potential stakeholders and special requirements. • level of consultation. • appropriate means of contact. • general timing of contact. <p>A consultation plan is not necessarily a formal document. Rather, it is a proposed approach or methodology which is determined early in the study and which may be documented, for example, in a study design, minutes, memo to file or a report.</p> <p>This section provides some basic information and mandatory notice requirements while supplementary information and sample notices are provided in Appendices 5 and 6 respectively. It is strongly recommended that the Consultation Plan be prepared as a formal document. Be sure the methods for contacting the public are consistent with the Notice Requirements particularly if your municipality has developed its own unique minimum notice requirements. (see A.3.5.3 Public Notices)</p> <p>A <u>Consultation Record</u> should be maintained and included in the Project File Report or ESR as an appendix. The Consultation Record should be detailed, including copies of all consultation, proof of delivery of documents, follow-up contact and an explanation of how concerns were addressed. This is one of the first items that MECP will request from a proponent that is facing a Part II Order request and therefore it should be readily available. Also, a formal document will ensure that consultation is organized and complete.</p> <p>The following is an outline for the development of a Consultation Plan.</p>	

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		<ol style="list-style-type: none"> 1. <u>Define goals and objectives for the Consultation Plan considering the complexity of the EA project in the context of the Problem / Opportunity statement</u> 2. <u>Identify stakeholders and potential “hot button” issues</u> 3. <u>Confirm minimum consultation requirements, per the MCEA, in the Consultation Plan</u> 4. <u>Develop strategies and communication activities (e.g. communication channels, materials, venues, etc.) to enhance the minimum consultation requirements.</u> 5. <u>Implement and document the consultation plan process (record or log)</u> 6. <u>Evaluate need for mid-course corrections</u> 	
O18	A.3.5.2	<p>A.3.5.2 Methods of Public Contact</p> <p>There are several a number of ways in which the public may be involved in the project. It is the proponent’s responsibility to determine the most suitable and effective means of involving the public. It is recognized that methods vary from community to community and with the nature of the project and potential environmental effects.</p> <p>The proponent must decide which method of contact will best provide the public with sufficient information to provide input and reasonably address issues and concerns. What is suitable for a large controversial project in a populous urban location would be inappropriate in a small rural community undertaking a small straight forward project</p> <p>Appendix 5 outlines a number of methods for contacting and consulting with the public. A consultation plan will likely include one or more or a combination of these methods.</p>	<p>Re-write to mesh with info in Companion Guide</p>

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		<p><u>Be sure the methods for contacting the public are consistent with the Notice Requirements particularly if your municipality has developed its own unique minimum notice requirements. (A.3.5.3 of the MCEA). It is then necessary to document the method, timing, and content of all contact with the public, government agencies, other regulatory bodies, Indigenous groups, and any other identified stakeholders in a formal consultation record (see A.3.5.1 of the MCEA).</u></p>	
O19	A.3.5.3	<p>A.3.5.3 Public Notices</p> <p>Each of the points of contact with the public shall be advertised by means of published Notices to the public. In some cases, the notice itself may constitute contact with the public and no further dialogue may be necessary other than to invite input. For larger projects, however, a public notice will give details about information centres or workshops, availability of information for review, or some other means of contact between the proponent and the public.</p> <p>HistoricallyFor the purposes of this Class EA, the Municipal Class EA required that a published notice shall mean a notice be published in a local newspaper having general circulation in the area of the project. Two (2) published notices shall means the same notice -two (2) notices appearing in two (2) separate issues of the same newspaper.</p> <p><u>However, proponents are now encouraged to establish their own custom policies for providing notice to the public. Section 270(1)(4) of the Municipal Act, 2001 requires municipalities to adopt policies for providing notice to the public for a variety of circumstances and normally municipalities have complied with this section by adopting a municipal notice bylaw. Proponents are encouraged to develop notice procedures that suit their individual municipalities and work with the Municipal Clerk to incorporate these notice procedures into their municipal notice bylaw. Once</u></p>	Re-written to mesh with info in Companion Guide

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		<p><u>incorporated into their municipal notice bylaw, proponents will comply with section A.3.5.3 of the Municipal Class EA if they follow the notice procedures set out in their municipal notice bylaw.</u></p> <p><u>For example, instead of the traditional “two notices in a local newspaper”, a municipality could decide that notices will be provided to stakeholders on the municipal web site a minimum of 10 days prior to the meeting. The consultation plan for each Municipal Class EA project would then set out specific details for consultation. Alternatively, a municipality may decide to adopt a detailed notice procedure that sets out the consultation process for all Municipal Class EA projects.</u></p> <p><u>Every reasonable effort should be made to ensure the notices are published in an accessible media with high visibility. This will typically mean publishing notices in multiple forms of media (newspaper, website, social media, flyers/posters in public spaces, printed notices delivered door to door, press release, etc.). The type, scale, and location of the project must be carefully considered.</u></p> <p><u>A sample of a detailed process follows:</u></p> <table border="1" data-bbox="403 977 1264 1279"> <thead> <tr> <th data-bbox="403 977 617 1063"><u>Notice Type</u></th> <th data-bbox="617 977 793 1063"><u>Government Agencies</u></th> <th data-bbox="793 977 1041 1063"><u>Public Stakeholders</u></th> <th data-bbox="1041 977 1264 1063"><u>Indigenous Communities</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="403 1063 617 1279"><u>Schedule B Notice of Commencement</u></td> <td data-bbox="617 1063 793 1279"><u>Notice via email</u></td> <td data-bbox="793 1063 1041 1279"><u>Signage at project location</u> <u>Notice on Municipal web site and mail to directly impacted (adjacent) owners</u></td> <td data-bbox="1041 1063 1264 1279"><u>Mail or email with minimum of one follow up communication and offer for a special meeting</u></td> </tr> </tbody> </table>	<u>Notice Type</u>	<u>Government Agencies</u>	<u>Public Stakeholders</u>	<u>Indigenous Communities</u>	<u>Schedule B Notice of Commencement</u>	<u>Notice via email</u>	<u>Signage at project location</u> <u>Notice on Municipal web site and mail to directly impacted (adjacent) owners</u>	<u>Mail or email with minimum of one follow up communication and offer for a special meeting</u>	
<u>Notice Type</u>	<u>Government Agencies</u>	<u>Public Stakeholders</u>	<u>Indigenous Communities</u>								
<u>Schedule B Notice of Commencement</u>	<u>Notice via email</u>	<u>Signage at project location</u> <u>Notice on Municipal web site and mail to directly impacted (adjacent) owners</u>	<u>Mail or email with minimum of one follow up communication and offer for a special meeting</u>								

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		<u>Schedule C Notice of Commencement</u>	<u>Notice via email</u>	<u>Signage at project location and Notice on Municipal web site</u>	<u>Mail or email with minimum of one follow up communication</u>	
		<u>Schedule C Notice of Public Consultation (Minimum 10 days prior to meeting date)</u>	<u>Notice via email</u>	<u>Email to anyone that responded to the Notice of Commencement and Mail to directly impacted (adjacent) owners and Notice on Municipal web site</u>	<u>Mail or email with minimum of one follow up communication and offer for a special meeting</u>	
		<u>Schedule B & C Notice of Completion</u>	<u>Notice via email to interested agencies Email to MECP</u>	<u>Email to anyone that has expressed interest in the project and Notice on Municipal web site</u>	<u>Mail or email with minimum of one follow up communication</u>	
		<u>Where no such newspaper exists, the proponent shall be responsible for determining the equivalent local means of achieving the same objective of adequate notification to the general public. In cases where a municipality has elected to establish a procedure for notifying the public regarding similar projects under other applicable provincial legislation, the proponent may use that procedure to fulfill their requirements for "published notice".</u>				

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		<p>Proponents are encouraged to establish a procedure to coordinate the public notices for Schedule B and C projects with other municipal notice procedures. For example, notices for Schedule B and C projects, which are associated with a Planning Act application, should be coordinated with the notice required by the Planning Act. Municipalities should establish notice procedures for other Schedule B and C projects in a similar fashion to the notice procedures which they have adopted as required by the Municipal Act. The format for notices may vary from municipality to municipality, but the following points shall be considered as minimum mandatory requirements:</p> <p>Contents:</p> <ul style="list-style-type: none"> • name and address of the proponent. • a brief description of the project which outlines the nature of the problem or opportunity and the need for a solution. • reference to the project following the requirements of the Municipal Class Environmental Assessment. • details of when and where information, (e.g. ESR) is available to the public. • name or title of a contact person to whom comment should be directed. • in the case of Notices of Completion for both Schedule B and C projects <ul style="list-style-type: none"> i) date by which comment/input is to be received by the proponent; ii) advice of the public's right with regard to the provisions to request a Part II Order, with date by which the request must be received by the Minister, <u>information on the mandatory form</u> and <u>where the form can be submitted</u>the address of the Minister. <p>First mandatory point of contact:</p> <p>Schedule B and C projects - two (2) published notices. In addition, where appropriate, notices mailed, delivered or posted to all properties abutting</p>	

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		<p>the project and to all persons who might reasonably have an interest in the project.</p> <p>Where possible, and in larger projects, the proponent should notify and solicit input from the public in ways other than newspaper advertisements alone.</p> <p>Second mandatory point of contact:</p> <ul style="list-style-type: none"> • Schedule B projects - two (2) published Notices of Completion • Schedule C projects - two (2) published Notices. <p>Third mandatory point of contact:</p> <p>Schedule C projects - two (2) published Notices of Completion of Environmental Study Report</p> <p>For both the Second and the Third mandatory points of contact, the proponent shall also mail or deliver copies of the notices to all who had expressed interest in the project. For this purpose purpose, the proponent shall maintain throughout the Class EA planning process, a list of all persons who provide comment and input to the process or otherwise express an interest in the project.</p> <p>Sample Notices for Schedule B and Schedule C projects and for each point of public contact are included at Appendix 6. The Notices describe hypothetical projects in a hypothetical municipality and are intended only as a guide</p> <p>The proponent should endeavour in its notices and other material presented to the public to use plain, simple language which can be readily understood by the lay person.</p>	

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O20	A.3.8	<p>A.3.8 REVIEW OF THE ENVIRONMENTAL STUDY REPORT/PROJECT FILE REPORT</p> <p>It is good practice to provide review agencies with the opportunity to comment on a draft copy of the <u>Project File or ESR</u>. <u>It is advisable to allow review agencies approximately one month to review draft reports.</u></p> <p>When completed, the <u>Project File or ESR</u> shall be placed on the public record and be available for review by the public and review agencies for a period of at least 30 calendar days.</p> <p>For most municipalities, placing on the public record will mean placing a copy <u>on the municipality's web site with hard copies available for viewing at selected convenient locations.</u> For complex projects, a summary of the <u>Project File or ESR could be place on the web site with hard copies of the full version available at selected locations.</u> with the Municipal Clerk and formal input and comment to the municipality will in turn be received by the Municipal Clerk.</p> <p>In some cases however, particularly in larger municipalities, or in those municipalities where the Municipal Project Manager may be located in a different building from the Municipal Clerk, it may be more appropriate to have the ESR available at another Office and for the Municipal Project Manager to receive input and comment. This arrangement would equally well satisfy the requirement for the ESR to be placed on the public record.</p> <p>It is sometimes inconvenient for members of the public to review the ESR during normal municipal office hours at the offices of the municipality. Copies of the ESR shall therefore be placed at public libraries, community</p>	Modernized include posting ESR on web not hard copy in Library.

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#	Section	Current Text with track changes (current text - e.g., screening process or current project category/schedule)	Rationale
		centres, or at other places of convenient public access, where the document may be viewed for longer periods of time during the day, particularly outside normal office hours. The public should not be placed in a position of having insufficient time in which to review the ESR in order to make meaningful and informed comment to the municipality on the project.	
O21	A.4.1 and A.4.1.1	<p>A.4.1 SCHEDULE B – PROJECT FILE</p> <p>Formal planning of Schedule B projects ends at the conclusion of Phase 2. At this point, documentation of the planning process followed through Phases 1 and 2 shall be finalized and a Notice of Completion shall be issued, allowing the public at least a 30 calendar day period during which documentation may be reviewed and comment and input received. Documentation of the planning process shall be prepared and maintained in such a way that it is suitable for easy review by the public at any time</p> <p>Proponents shall maintain a Project File for all Schedule B projects. The location of the file shall be made known to the public through the Notices issued. Only one file need be maintained although the proponent may wish to duplicate it for purposes of convenience.</p> <p>The Project File shall be organized chronologically in such a way as to clearly demonstrate that the appropriate steps in Phases 1 and 2 have been followed and explain the following:</p> <ul style="list-style-type: none"> • background to the project and earlier studies. • the nature and extent of the problem or opportunity, to explain the source of the concern or issue and the need for a solution. • description / inventory of the environment. • the alternative solutions considered and the evaluation process followed to select the preferred solution. • follow-up commitments, including any monitoring necessary. 	Modernized/updated

#	Section	Current Text with track changes (current text - e.g., screening process or current project category/schedule)	Rationale
		<p>the public consultation program employed and how concerns raised have been addressed.</p> <p>The Project File shall contain a complete record of all activities associated with the planning of the project and shall include:</p> <ul style="list-style-type: none"> • correspondence. • copies of notices, letters, bulletins relating to public consultation. • memoranda to file explaining the proponent's rationale in developing stages of the project. • copies of reports prepared by consultants and others. <p>Proponents may wish to include in the Project File, a short summary listing key activities and the principal decisions/conclusions. Copies of <u>the Project File and such a summary should be made available on the municipality's web site with hard copies available for viewing at selected convenient locations. could readily be made available to review agencies or other interested persons/parties.</u></p> <p>A.4.1.1 Revisions to Schedule B Projects</p> <p>It may be necessary to revise Schedule B projects due to the environmental implications of changes to the project or due to a delay in implementation.</p> <p>Significant modifications to Schedule B projects, as presented to the public during the screening process and as set out in the Notice of Completion shall be reviewed by the proponent. Similarly, if the period of time from <u>(i) the filing of the Notice of Completion in the public record, or (ii) the Minister's or delegate's denial of any Part II Order request(s), to the commencement of construction for the project exceeds ten (10) years, the proponent shall review the planning and design process and environmental</u></p>	

#	Section	Current Text with track changes (current text - e.g., screening process or current project category/schedule)	Rationale
		<p><u>setting to ensure that the project and the mitigating measures are still valid given the current planning context. The ten (10) year review will begin from the date of the Minister's or delegate's decision on any Part II Order request(s), or at the end of the public review period following the posting of the Notice of Completion where there is no Part II Order request.</u></p> <p>In either event, the reviews shall be documented in the Project File and the proponent shall issue a Revised Notice of Completion to all potentially affected members of the public and review agencies. A period of 30 calendar days shall be provided for review and response by the public. The Notice shall include the public's right to request a Part II Order within the 30-day review period (see Section A.2.8). If no Part II Order request is received by the Minister, the proponent is free to proceed with implementation and construction. Where implementation of a project has already commenced, those portions of the project which are the subject of the revision, or have the potential to be directly affected by the proposed change, shall cease and shall not be reactivated until the termination of the review period.</p>	
O22	A.4.2	<p>A.4.2 SCHEDULE C – ENVIRONMENTAL STUDY REPORT</p> <p>An Environmental Study Report (ESR) must be prepared for each project that proceeds through the Schedule C planning process described in this Class EA. The ESR will be prepared when the preferred design has been selected and design work has progressed to the point where the details of any environmental protective measures to be incorporated in the construction package have been finalized.</p> <p><u>A notice indicating completion of the ESR and its filing on the public record will be issued to the public and to all parties who have been previously contacted and who have indicated the desire to stay involved in the planning of the undertaking. The notice</u></p>	

Commented [CR2]: Item 79 of table.

#	Section	Current Text with track changes <i>(current text - e.g., screening process or current project category/schedule)</i>	Rationale
		<p><u>will indicate that the project may proceed to construction after the 30 calendar day review period following the placing of the ESR on the public record, provided no request for a Part II Order has been made to the Minister.</u></p> <p>The ESR will be placed on the public record for a period of at least 30 calendar days and will be available for inspection by the public, <u>Indigenous communities</u>, or by any interested parties. In the case where a request for a Part II Order has been submitted to the Minister, the ESR shall be submitted to the Ministry's Regional EA Coordinator and to the Environmental Assessment Services Section Branch immediately upon the proponent becoming aware of the request.</p> <p>A notice indicating completion of the ESR and its filing on the public record will be issued to the public and to all parties who have been previously contacted and who have indicated the desire to stay involved in the planning of the undertaking. The notice will indicate that the project may proceed to construction after the 30 calendar day review period following the placing of the ESR on the public record, provided no request for a Part II Order has been made to the Minister.</p>	
O23	A.4.3	<p>A.4.3 Revisions and Addenda to Environmental Study Report</p> <p>Change in Project or Environment</p> <p>Due to unforeseen circumstances, it may not be feasible to implement the project in the manner outlined in the ESR. Any significant modification to the project or change in the environmental setting for the project which occurs after the filing of the ESR shall be reviewed by the proponent and an addendum to the ESR shall be written. The addendum shall describe the circumstances necessitating the change, the environmental implications of the change, and what, if anything can and will be done to mitigate any negative environmental impacts. The addendum shall be filed with the ESR and Notice of Filing of Addendum (see Sample Notice, Appendix 6) shall be given immediately to all potentially affected members of the public and review agencies as well as those who were notified in the preparation of the</p>	<p>Explains expiry/lapse of time and defines start implementing project.</p>

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#	Section	Current Text with track changes <i>(current text - e.g., screening process or current project category/schedule)</i>	Rationale
		<p>original ESR. It should be made clear to review agencies and the public that when an Addendum to an ESR is issued, only the items in the addendum (i.e. the changes) are open for review, i.e. only the proposed changes to the recommended undertaking are open for review.</p> <p>A period of 30 calendar days following the issue of the Notice of Filing of Addendum shall be allowed for review and response by affected parties. The Notice shall include the public's right to request a Part II Order within the 30-day review period (see Section A.2.8). If no request is received by the Minister or delegate, the proponent is free to proceed with implementation and construction. During the 30-day addendum review period, no work shall be undertaken that will adversely affect the matter under review. Furthermore, where implementation of a project has already commenced, those portions of the project which are the subject of the addendum, or have the potential to be directly affected by the proposed change, shall cease and shall not be reactivated until the termination of the review period.</p> <p>Lapse of time</p> <p>A time lapse may occur between the filing of the ESR and the implementation of the project. In such cases, the proposed project and the environmental mitigation measures proposed may no longer be valid.</p> <p>If the period of time <u>from</u> (i) filing of the Notice of Completion of ESR in the public record or (ii) the MECP's denial of a Part II Order request(s), <u>to</u> the proposed commencement of construction for the project exceeds ten (10) years, the proponent shall review the planning and design process and the current environmental setting to ensure that the project and the mitigation measures are still valid given the current planning context. The review shall be recorded in an addendum to the ESR which shall be placed on the public record.</p>	

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		<p>The 10 year review will begin from the date of the Minister's or delegate's decision of any Part II Order requests, or at the end of the public review period following the posting of the Notice of Completion where there is no Part II Order request.</p> <p><u>The project must commence construction within ten (10) years of the above date. Commence construction means to begin work in a meaningful way such as it is obvious to stakeholders that the project is proceeding. Sometimes the preferred solution determined by the EA process involves a project that is constructed in phases.</u></p> <p><u>Examples could include expanding the capacity of a treatment facility by first expanding one component of the treatment process first followed by a second phase to expand other components of the plant or expand the capacity of a road by expanding bridges and intersections followed by a second phase to expand the road sections between the intersections.</u></p> <p><u>In these examples, the EA should be clear that the solution to the one problem is a series of phased projects. As long as the proponent has begun construction on a part of the solution (one of the component projects) within the 10 year window, then proponent can proceed with implementing the solution by constructing the remaining component projects. To proceed, it is recommended that the proponent document how proceeding is effectively implementing the main solution as per the original ESR.</u></p> <p>Notice of Filing of Addendum shall be placed on the public record with the ESR <u>or Project File</u> and shall be given to the public and to the review agencies; a period of 30 calendar days shall be provided for review and response. The Notice shall include the public's right to request a Part II Order (see Section A.2.8) during the 30-day addendum review period. If no</p>	

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#	Section	Current Text with track changes <i>(current text - e.g., screening process or current project category/schedule)</i>	Rationale
		request is received, the proponent is free to proceed with implementation and construction.	
O26	APPENDIX 6		Update with new sample notices

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APPENDIX 6
SAMPLE NOTICES

SAMPLE NOTICES

The following Sample Notices are provided:

Schedule A+:

- Mandatory contact - Notice of Project to Public
- Alternative - Opportunity for Public to Obtain Detailed Information
- Alternative - Notice and Invitation for Public to provide Feedback

Schedule B:

- 1st mandatory contact, Phase 2 - Public Comment Invited or Notice of Study Commencement
- 2nd mandatory contact, Phase 2 - Notice of Completion

Schedule C:

- 1st mandatory contact, Phase 2 Commencement - Public Comment Invited or Notice of Study
- 1st mandatory contact Phase 2 - Notice with Optional Public Consultation
- 2nd mandatory contact, Phase 3 - Notice of Public Consultation Centre
- 3rd mandatory contact, Phase 4 Report - Notice of Completion of Environmental Study
- Revisions and Addenda to ESR - Notice of Filing of Addendum

NOTE:

- 1 The notices describe hypothetical projects in a hypothetical municipality and are intended only as a guide.
- 2 The format, style, title or content may vary from municipality to municipality to suit specific circumstances and local requirements. **However, the following points shall be included in all notices as minimum mandatory requirements:**

- Project name, description, purpose
- Proponent name
- Proponent contact information (address, phone, fax, email)
- Name of the Class EA being followed (e.g. the Municipal Class EA)
- Map of where project is located (where applicable)
- Public record locations where documents are located for viewing or information (where applicable)
- Meeting locations (where applicable)
- Project web site address (where applicable)
- Freedom of Information and Protection of Privacy (FIPPA) disclaimer
- Schedule of Class EA being followed (A+, B, C)
- Time period for comments and time when PIIO request can be made during 30

- day review
- Opportunity for a Part II Order request if reasons are provided as to why a higher level of assessment should be undertaken
- Part II Order request to be sent to proponent contact; Minister (correct address) and Environmental Approvals Branch (EAB) Director;
- Date the Notice was issued

Circulation to ministry of the Environment, Conservation and Parks (MECP)

- Proponent to send all notices to the applicable MECP Regional Offices;
- Proponent **to submit all Notice of Commencement and Notice of Completion to MECP as outlined** in A.1.5.1.

3 Notices should be written in language that is easy to understand.

SCHEDULE A+
MANDATORY PUBLIC CONTACT

Sample Letter to Adjacent Property Owners – Opportunity for Public to Obtain Detailed Information

RE: 2019 Capital Construction – Reconstruct Frank St.

Dear

The Town of South Falls is planning to reconstruct Frank Street from Lake Avenue West to Emily Street during the 2019 construction season. Reconstruction will include sanitary sewer and watermain replacement (including services on private property, if required) from Lake Avenue West to John Street. Upgrades to the storm sewer, new road base and surface, curbs and sidewalks are also planned from Lake Avenue West to Emily Street.

The Town's current policy concerning newly constructed streets is that no road cuts will be permitted for a two year period after the placement of new pavement. This being the case, if homeowners are considering changing or upgrading services (i.e., natural gas conversion, underground bell, hydro or cable service), it is recommended that these agencies be contacted in order to coordinate necessary work.

There will be an Open House regarding the 2019 Construction Program on Wednesday, April 17th, 2019 in the Council Chambers of the South Falls Town Hall from 4:00 p.m. to 7:00 p.m. This Open House will provide residents with an opportunity to review construction plans and schedules and meet with Public Works staff to address questions and/or concerns relating to this project. Should you be unable to attend this meeting, you may contact the undersigned or John Smith, Public Works Inspector at xxx-xxx-xxxx.

We have attempted to notify all tenants of the planned construction and Open House. If you have tenants in the affected area please advise them of the planned construction so they may attend the Open House if they wish.

Yours truly

K.J. Brown, P. Eng. Town Engineer
Town of South Falls

SCHEDULE A+

MANDATORY PUBLIC CONTACT

Sample Letter to Adjacent Property Owners – Notice of Project to Public

RE: 2019 Capital Construction – Install Fence along McNeely Ave

Dear

The Town of South Falls is planning to install a new fence along the east side of McNeely Ave from Lake Ave to Patterson Cres during the 2019 construction season. Work is scheduled to begin on June 3, 2019 and be completed by July 31, 2019. The new fence will be a wooden privacy fence and will be installed on the municipal side of your rear property line. This fence will be the Town's fence and maintenance will be the municipality's responsibility. The contractor should not need to access or disturb your property during construction.

We have attempted to notify all tenants of the planned construction.

If you have tenants in the affected area please advise them of the planned construction.

Please direct any questions regarding this project to;

John Smith
519-222-3300
jsmith@southfalls.ca

Yours truly

K.J. Brown, P. Eng. Town Engineer
Town of South Falls

SCHEDULE A+

MANDATORY PUBLIC CONTACT

Sample Notice of Project and Invitation for the Public to Provide Feedback

**Engineering Design of London – Beckwith Bikeway: Public Consultation Session
Tuesday, November 20, 2018
Falls Community Centre**

Members of the public are invited to attend the public consultation meeting any time between 5:00 p.m. and 7:00 p.m. An optional walking tour will start at 6:00 p.m.

The City of North Falls is proposing active transportation infrastructure improvements on London Street and Beckwith Avenue. This project will complete engineering design work needed to extend the existing separated cycling facilities on London Street (between York Street and Mills Road) to Queen Street in the south and to Taylor Avenue in the north. The design of this project will be completed in two phases:
Insert sketch showing location and phases

The purpose of the Public Consultation Session is to introduce North Falls residents to the London – Beckwith Bikeway project and to gather input on the proposed work. This public meeting will provide residents with the opportunity to discuss and share feedback on the potential cycling facility types.

The public meeting will be drop-in format and will display information on the study process, proposed design treatments and future steps. An optional walking tour will be offered as part of the public meeting to review existing cycling facilities at Paris Street and Franktown Road. Project staff from the City and Consultant will be available to answer questions and respond to any concerns.

The design work for this project began in October 2018 and is expected to be completed by April 2019.

For further information, please contact:

Bob Brown, P.Eng
Project Engineer
City of North Falls, ON
705-222-3300
bbrown@northfalls.ca

NOTICE OF STUDY COMMENCEMENT

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT – EXPAND CAPACITY OF WATER TREATMENT PLANT

South Falls is growing rapidly and the new growth requires access to municipal water. The Town of South Falls will study and then identify and consider options to expand the capacity of the existing water treatment plant on John St. Additional property may be required to accommodate a project to expand the water treatment plant.

INSERT SKETCH

The project is being completed as a **Schedule “B”** project in accordance with the **Municipal Class Environmental Assessment** (October 2000, amended in 2007, 2011 & 2015). For further information on the project, or on the planning process being followed consult www.southfalls.ca/expandcapacitywtp or contact

Town of South Falls - Paul Smith, P.Eng. Project Manager 175 Bridge Street South Falls, ON, K7C 2V8 Tel: 613-257-6207 E-mail: psmith@southfalls.ca

ABC Associates Limited - Andrew Black, Address, Phone, ablack@consultant.com

Public input and comment is invited, for incorporation into the planning and design of this project and will be received until June 10, 2018. Subject to the identification of a preferred plan to expand the capacity of the water treatment plant, and the receipt of necessary approvals, the Town of South Falls intends to proceed with this project in the next five years.

This Notice issued April 26, 2018

NOTICE OF STUDY COMPLETION

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT – EXPAND CAPACITY OF WATER TREATMENT PLANT

South Falls is growing rapidly and the new growth requires access to municipal water. The Town of South Falls has studied alternatives and determined that the capacity of the water treatment plant should be expanded by installing another treatment filter, installing an addition high lift pump and expanding the size of the clear well for water storage. To minimize the visual impact of this project, the clear well water storage tank will be underground. Additional property for this project will be acquired prior to construction. The estimated cost of \$2.5m will be funded entirely from development charges.

INSERT SKETCH

The Town has planned this project under Schedule 'B' of the Municipal Class Environmental Assessment (October 2000, amended in 2007, 2011 & 2015). As such, public and technical agency input played a key role in developing the study recommendations.

A Project File documenting the planning process undertaken, details of the study recommendations as well as potential impacts and mitigation measures, has been completed and by this Notice is being placed in the public record for review. Subject to comments received as a result of this Notice and the receipt of approvals, the Town intends to proceed with construction of the recommended project as outlined in the Project File

The Project File is available for review on the Town's website (www.southfalls.ca) and at the South Falls Town Hall (175 Bridge Street) during regular hours of operation Monday to Friday. Further information may be obtained from one of the following members of the project team:

Town of South Falls - Paul Smith, P.Eng. Project Manager 175 Bridge Street South Falls, ON, K7C 2V8 Tel: 613-257-6207 E-mail: psmith@southfalls.ca

ABC Associates Limited - Andrew Black, Address, Phone, ablack@consultant.com

Interested persons may provide written comments to the project team by April 12, 2019. If concerns regarding this project cannot be resolved in discussion with the project team, a person may request that the Minister of the Environment, Conservation and Parks (MECP) make an order for the project to comply with Part II of the Environmental Assessment Act (Part II Order). Requests must be received by the Minister by April 12, 2019. Part II Order Request Forms are available on the MECP website. Send your completed Part II Order Request Form to the Minister of Environment, Conservation and Parks and to the Director of Environmental Assessment and Permissions Branch at the addresses below:

Minister Ministry of the Environment, Conservation and Parks
Floor 11, 77 Wellesley Street West
Toronto ON M7A 2T5
E-mail: Minister.mecp@ontario.ca

Director, Environmental Assessment and Permissions Branch
Ministry of the Environment, Conservation and Parks
135 St. Clair Avenue West, 1st Floor
Toronto ON M4V 1P5
E-mail: enviropermissions@ontario.ca

A copy of your written Part II Order request should also be sent to the Town of South Falls
by mail or by e-mail.

This Notice issued March 14, 2019

NOTICE OF STUDY COMMENCEMENT

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT FOR REPLACEMENT OF THE CENTRAL BRIDGE

Bridge Street is the major arterial road in downtown South Falls and is the central link across the River. The traffic volumes are impeding traffic flow, particularly for through traffic, and business operations in the downtown. .

The Town of South Falls will identify and then consider options to improve traffic congestion on Bridge St. These options could potentially include widening Bridge St to four lanes or constructing a new parallel arterial road on to which some traffic could be diverted.

INSERT SKETCH

The project is being completed as a **Schedule “C”** project in accordance with the **Municipal Class Environmental Assessment** (October 2000, amended in 2007, 2011 & 2015). As such, extensive public and technical agency consultation will play a key role in developing the study recommendations. At this time, it is anticipated that two (2) Public Consultation Centres (PCC) will be held during the study.

If you would like more information prior to the first public consultation centre, or to be included on the mailing list for this project, please contact one of the following members of the Project Team:

Town of South Falls - Paul Smith, P.Eng. Project Manager 175 Bridge Street South Falls, ON, K7C 2V8 Tel: 613-257-6207 E-mail: psmith@southfalls.ca

ABC Associates Limited - Andrew Black, Address, Phone, ablack@consultant.com

This Notice issued April 26, 2018

**NOTICE OF STUDY COMMENCEMENT
With Optional PUBLIC CONSULTATION CENTRE**

**MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT FOR
REPLACEMENT OF THE CENTRAL BRIDGE**

Bridge Street is the major arterial road in downtown South Falls, is the central link across the River. The traffic volumes are impeding traffic flow, particularly for through traffic, and business operations in the downtown. .

The Town of South Falls needs to identify and then consider options to improve traffic congestion on Bridge St. These options could potentially included widening Bridge St to four lanes or constructing a new parallel arterial road on to which some traffic could be diverted.

INSERT SKETCH

The project is being completed as a **Schedule "C"** project in accordance with the **Municipal Class Environmental Assessment** (October 2000, amended in 2007, 2011 & 2015). As such, extensive public and technical agency consultation will play a key role in developing the study recommendations. At this time, it is anticipated that three (3) Public Consultation Centres (PCC) will be held during the study.

The first PCC will be held to present preliminary information on the project and to receive input from the public on the key issues and constraints within the study area. The PCC will be held as an informal "Open House" format with materials pertaining to the study on display and members of the project team on hand to answer questions and discuss issues related to the project.

Public Consultation Centre #1:

Date: Wednesday May 16, 2018

Time: 4:00 to 7:30 pm

Location: South Falls Canoe Club, 179 John St.

If you would like more information prior to the first public consultation centre, or to be included on the mailing list for this project, please contact one of the following members of the Project Team:

Town of South Falls - Paul Smith, P.Eng. Project Manager 175 Bridge Street South Falls, ON, K7C 2V8 Tel: 613-257-6207 E-mail: psmith@southfalls.ca

ABC Associates Limited - Andrew Black, Address, Phone, ablack@consultant.com

This Notice issued April 26, 2018

**NOTICE OF
1st PUBLIC CONSULTATION CENTRE
MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT
TRAFFIC CONGESTION ON BRIDGE ST**

Bridge Street is the major arterial road in downtown South Falls, is the central link across the River. The traffic volumes are impeding traffic flow, particularly for through traffic, and business operations in the downtown. .

The Town of South Falls is considering options to improve traffic congestion on Bridge St including widening Bridge St to four lanes or constructing a new parallel arterial road on to which some traffic could be diverted.

INSERT SKETCH

The project is being completed as a **Schedule “C”** project in accordance with the **Municipal Class Environmental Assessment** (October 2000, amended in 2007, 2011 & 2015). As such, extensive public and technical agency consultation will play a key role in developing the study recommendations.

This first PCC is being scheduled to present general alternatives being considered to improve traffic congestion on Bridge St. The PCC will be held as an informal “Open House” with materials pertaining to the study on display and members of the project team on hand to answer questions and discuss issues related to the project.

Public Consultation Centre #1:

Date: Wednesday June 27, 2018

Time: 4:00 pm to 7:30 pm

Location: Town Hall – Auditorium (175 Bridge Street, South Falls, ON)

If you would like more information prior to the public consultation centre or to be added to the study mailing list, please contact one of the following members of the Project Team:

Town of South Falls - Paul Smith, P.Eng. Project Manager 175 Bridge Street South Falls, ON, K7C 2V8 Tel: 613-257-6207 E-mail: psmith@southfalls.ca

ABC Associates Limited - Andrew Black, Address, Phone, ablack@consultant.com

This Notice issued June 14, 2018.

NOTICE OF 2nd PUBLIC CONSULTATION CENTRE
MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT
TRAFFIC CONGESTION ON BRIDGE ST.

Bridge Street in downtown South Falls is congested and through traffic flow must be improved on this important arterial road. To address this congestion, the Town of South Falls is considering options for locating a new parallel arterial road on to which some traffic could be diverted.

The project is being completed as a Schedule "C" project in accordance with the Municipal Class Environmental Assessment (October 2000, amended in 2007, 2011 & 2015). As such, extensive public and technical agency consultation will play a key role in developing the study recommendations. Preliminary project information and planning alternatives were presented at the 1st Public Consultation Centres.

INSERT SKETCH

A 2nd Public Consultation Centre (PCC) is being scheduled to present alternative design concepts of the preferred solution to construct a new arterial road.

The PCC will be held as an informal "Open House" with materials pertaining to the study on display, and members of the project team on hand to answer questions and discuss issues related to the project.

Public Consultation Centre #2

Date: Monday November 19, 2018

Time: 4:00 pm to 7:30 pm

Location: Town Hall – Auditorium (175 Bridge Street, South Falls, ON)

If you would like more information prior to the public consultation centre or to be added to the study mailing list, please contact one of the following members of the Project Team:

Town of South Falls - Paul Smith, P.Eng. Project Manager 175 Bridge Street South Falls, ON, K7C 2V8 Tel: 613-257-6207 E-mail: psmith@southfalls.ca

ABC Associates Limited - Andrew Black, Address, Phone, ablack@consultant.com

This Notice first issued November 8, 2018.

NOTICE OF STUDY COMPLETION

MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT TRAFFIC CONGESTION ON BRIDGE STREET

The Town of South Falls has completed a Class Environmental Assessment study to address traffic congestion on Bridge St in the Downtown. The recommended solution is to construct a new arterial road to the east that parallels Bridge St and provides an alternative route on to which traffic will be diverted.

INSERT SKETCH

The Town has planned this project under Schedule 'C' of the Municipal Class Environmental Assessment (October 2000, amended in 2007, 2011 & 2015). As such, public and technical agency consultation played a key role in developing the study recommendations.

An Environmental Study Report (ESR) documenting the planning process undertaken, details of the study recommendations as well as potential impacts and mitigation measures, has been completed and by this Notice is being placed in the public record for review. Subject to comments received as a result of this Notice and the receipt of approvals, the Town intends to proceed with construction of the recommended project as outlined in the ESR.

The ESR is available for review on the Town's website (www.southfalls.ca) and at the South Falls Town Hall (175 Bridge Street) during regular hours of operation Monday to Friday. Further information may be obtained from one of the following members of the project team:

Town of South Falls - Paul Smith, P.Eng. Project Manager 175 Bridge Street South Falls, ON, K7C 2V8 Tel: 613-257-6207 E-mail: psmith@southfalls.ca

ABC Associates Limited - Andrew Black, Address, Phone, ablack@consultant.com

Interested persons may provide written comments to the project team by April 12, 2019. If concerns regarding this project cannot be resolved in discussion with the project team, a person may request that the Minister of the Environment, Conservation and Parks (MECP) make an order for the project to comply with Part II of the Environmental Assessment Act (Part II Order). Requests must be received by the Minister by April 12, 2019. Part II Order Request Forms are available on the MECP website. Send your completed Part II Order Request Form to the Minister of Environment, Conservation and Parks and to the Director of Environmental Assessment and Permissions Branch at the addresses below:

Minister Ministry of the Environment, Conservation and Parks
Floor 11, 77 Wellesley Street West
Toronto ON M7A 2T5

E-mail: Minister.mecp@ontario.ca

Director, Environmental Assessment and Permissions Branch
Ministry of the Environment, Conservation and Parks
135 St. Clair Avenue West, 1st Floor
Toronto ON M4V 1P5
E-mail: enviropemissions@ontario.ca

A copy of your written Part II Order request should also be sent to the Town of South Falls by mail or by e-mail.

This Notice issued March 14, 2019

**REVISIONS AND ADDENDA TO
ENVIRONMENTAL STUDY REPORT
NOTICE OF FILING OF ADDENDUM**

**TOWNSHIP OF DARTFORD
CLASS ENVIRONMENTAL ASSESSMENT
WATER SUPPLY AUGMENTATION
FIRST CONCESSION RECHARGE SYSTEM
NOTICE OF FILING OF ADDENDUM**

Construction of the First Concession Recharge System commenced in the summer of 2014. The York River Pumping Station and the trunk watermains were completed in late September. Due to unexpected soil conditions at the southerly end of Dartford Hill however, construction of the lagoons and infiltration trenches was halted to allow a review of the design to be undertaken.

An Addendum has now been completed to the Environmental Study Report which was issued 1st June, 2014. The Addendum contains details of the revised recharge system and the amended construction schedule. Please note that only the changes proposed in the Addendum are open for review.

By this Notice, the Addendum is being placed on the public record for review in accordance with the requirements of the Municipal Class Environmental Assessment. Subject to comments received as a result of this Notice, the Township intends to proceed with the construction of this project in the summer of 2000. The estimated cost is \$225,000.

The addendum is available for review at www.dartford.ca and at the following location(s):

Township Office, Township of Dartford, Township Road 20, Dartford, ON. Mon-Fri: 8:30 a.m. - 4:30 p.m. Telephone: (519) 765-4321	Resource Centre, YM-YWCA, 3rd Floor, 123 First Avenue, Dartford, ON. Mon-Sat: 9:00 a.m. - 9:00 p.m. Telephone: (519) 456-7123
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Further information may be obtained from the Township's consultants, ABC Engineering Limited, 100 Main Street, Huntington, ON K0L 1C0. Telephone (519) 123-4567. Attention Ms. Julie Appleby, Chief Hydrogeologist jappleby@ABC.com

Interested persons should provide written comment to the municipality on the proposal within 30 calendar days from the date of this Notice. Comment should be directed to the Town Engineer at Town Hall.

A person or party may request that the Minister of the Environment, Conservation and Parks order a change in the project status and require a higher level of assessment under an

individual Environmental Assessment process (referred to as a Part II Order). Reasons must be provided for the request. Copies of the Request Form must be sent to:

Minister of the Environment, Conservation and Parks
77 Wellesley Street West
11th Floor, Ferguson Block
Toronto, ON M7A 2T5

-and-

Ministry of the Environment, Conservation and Parks
Environmental Approvals Branch
135 St. Clair Avenue West
1st Floor
Toronto, ON M4V 1P5

-and-

Township Office Resource Centre
Township of Dartford 3rd Floor
Township Road 20
Dartford, Ontario
Mon-Fri: 8:30 a.m. - 4:30 p.m.

If there is no "request received by August 31, 2014", the Township will proceed to carry out design and construction of the recharge system as presented in the planning documentation.

Please note that ALL personal information included in a Part II Order submission – such as name, address, telephone number and property location – is collected, maintained and disclosed by the Ministry of the Environment, Conservation and Parks for the purpose of transparency and consultation. The information is collected under the authority of the Environmental Assessment Act or is collected and maintained for the purpose of creating a record that is available to the general public as described in s.37 of the Freedom of Information and Protection of Privacy Act. Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential. For more information, please contact the ministry's Freedom of Information and Privacy Coordinator at 416-327-1434.

This Notice issued 1st August 2014

Reeve John McKay
Township of Dartford
R.R. #1, Dartford, ON

