

APPENDIX C

Municipal Engineers Association (MEA)  
Municipal Class Environmental Assessment  
March 2015 Proposed Amendments

## **Proposed Amendments to the Municipal Class Environmental Assessment (EA)**

### **Part I – Section A.1.5.2 – Municipal Class EA Amending Procedure**

#### **A.1.5.2 Municipal Class EA Amending Procedure**

The purpose of this amending procedure is to allow for modifications to the Municipal Class EA. The reasons for such modifications may include:

- Clarifications about any ambiguous areas of the document, including its processes and procedures,
- Streamlining the planning process in areas where problems may have arisen;
- Extension of the application of the Class EA process to municipal projects or activities that were not previously included.

Minor amendments are considered to be those amendments that do not substantially change this Class EA. For example: administrative corrections and clarifications, minor updates (e.g., reference to a guidelines), a change in procedure, clarification of wording or streamlining redundant processes would be considered to be minor amendments.

Major amendments are those amendments that substantially change this Class EA. For example, reducing the amount of public consultation or introducing new process requirements would be considered to be major amendments. Including a new group of municipal projects or activities is also considered a major amendment but may be processed differently as outlined in section A.1.5.2 c.

#### ***Who Can Propose Amendments?***

A party, which includes the proponents, or the MEA acting on behalf of the proponents, or the MOECC may propose an amendment to this Class EA. In addition, members of the public, other government agencies and Aboriginal and Métis communities may request that the proponents, the MEA acting on behalf of the proponents or the Ministry of Environment and Climate Change (MOECC) initiate an amendment to this Class EA.

When proposing an amendment to this Class EA, the party bringing forward the proposed amendment must describe the proposed changes and the rationale for the proposed changes. In addition, the party must have regard to the required contents of a Class EA as outlined in section 14 of the Environmental Assessment Act (EAA) as may be applicable. Depending on the nature of the amendment contemplated, this information may already be contained in Parts B, C or D of the Class EA. If this information is not included, the proponent should describe, as appropriate, the information required under section 14 (2) and (3) of the EAA.

## ***The Amending Process***

The amending process for each type of amendment described is provided herein.

### **a) Minor Amendments**

The following process will be used to make minor amendments:

- 1) A party will bring the proposed amendment to the attention of the Director of MOECC's Environmental Approvals Branch (EAB) describing the amendment and a brief rationale for the amendment.
- 2) The Director of the EAB will then discuss the proposed amendment with the proponents or the MEA acting on their behalf. If the Director finds the amendment necessary, the Director shall determine whether the amendment is minor and whether consultation about the proposed amendment should be carried out;
- 3) If the Director determines that consultation should be carried out, a Notice of Proposed Amendment shall be issued and at least thirty (30) days will be allowed for interested parties to comment.
- 4) Based on the proposal and any comments received, the Director may determine that there are no significant environmental concerns resulting from the proposal and approve the amendment.  
If the Director believes that there are potential significant environmental concerns which cannot be resolved through conditions or negotiations between the MEA on behalf of the proponents and the concerned commenter, the Director may declare that the amendment can only be evaluated through the Major Amendment process.
- 5) If the amendment is approved, a Notice of Amendment shall be given to all persons who made submissions and a copy of the notice shall be placed in the public record and made available on the MEA website.

### **b) Major Amendments**

The following process will be used to make major amendments:

- 1) A party will bring forward the proposed amendment to the attention of the MOECC through the Director of EAB for review. The amendment proposal must include:
  - i. A description of the amendment and a rationale for the amendment.
  - ii. A description of the consultation about the proposed amendments and any comments received and how the comments were addressed. The Director may determine that additional consultation is required including but not

limited to the posting of a Notice of Amendment with a 30-day comment period allowed for interested parties.

- 2) Prior to making a decision about the proposed amendment, the MOECC may conduct a public consultation process including notification of the proposed amendment to the public and any potentially affected agency or municipality to request comments. A minimum review period of 30 days for comments will be allowed.
- 3) The proponents, or MEA acting on behalf of the proponents, will have an opportunity to respond to any issues raised after the review period. Where appropriate, the MOECC will determine whether additional consultation is warranted (e.g. in addition to the minimum review period).
- 4) The MOECC will review the proposed amendment including any comments received and the proponents responses to the issues raised and may require revisions to the proposed amendments to address the concerns raised.
- 5) If no consultation is required, the Minister of the Environment and Climate Change (Minister), or his/her delegate, shall make a decision within 60 days of notification of the proposed amendment. If consultation is required, the Minister, or his/her delegate shall make a decision within 60 days after submission of the results of the consultation and the MOECC's review of the amendment.
- 6) Based on the proposal and any comments received, the Minister, or his/her delegate, may determine that there are no significant environmental concerns resulting from the proposal and approve the amendment with or without conditions. The Minister may also reject the proposed amendments.
- 7) If the amendment is approved, a Notice of Amendment shall be given to all persons who made submissions and a copy of the notice shall be placed in the public record and made available on the MEA website. The proponent shall also update the Class EA to include the amendments and make the revised Class EA document available on the MEA web site. MEA members shall be notified by letter about the amendments and will be directed to the updated Class EA document on the MEA website.

**c) Procedures to Include a New Group of Municipal Projects or Activities to this Class EA**

The inclusion of a new group of municipal projects or activities, that substantially changes the Class EA, is considered to be a major amendment.

Prior to proposing a major amendment to include a new group of municipal projects or activities in this Class EA to the Minister, the proponent, or the MEA acting on behalf of the proponent, will consult with the MOECC to determine the requirements for amending this Class EA. When proposing to include a new group of projects or activities in this Class EA, the proponent shall have regard for section 14 of the EAA.

The party proposing the proposed new group of municipal projects or activities will be required to undertake pre-consultation with interested parties as may be appropriate prior to submission of the proposed amendment to the MOECC. Should the MOECC propose a new group of municipal projects or activities, the MOECC will undertake pre-consultation with interested parties, as may be appropriate.

The proposal for an amendment must include a description of the project's purpose, alternatives, environment and typical mitigating measures associated with the amendment. Once submitted, the proponents or the MEA on behalf of the proponents will be required to carry out consultation, as may be determined by the MOECC, about the proposed amendments. Should the new group of projects or activities be proposed by the MOECC, the MOECC will be required to carry out consultation about the proposed amendments. In general, it will be necessary to follow the process for major amendments and a decision made by the Minister or his/her delegate.

The process for including a new group of projects or activities shall culminate in the preparation of an Amendment Report, which will describe the process followed, the amendments proposed, how the proposal is consistent with section 14 of the EAA, and the results of the consultation carried out during the preparation of the Amendment Report.

Despite the foregoing, there may be circumstances where an amendment results in significant changes to the Municipal Class EA that are not consistent with the approved Terms of Reference for the Class EA or the Notice of Approval of Class EA given by the Minister of the Environment on October 4, 2000. If the MOECC determines this to be the case, the party proposing the amendments would be required to follow the process under section 13 and 14 of the EAA and prepare a proposed Terms of Reference and the preparation of a new or amended Class EA.

#### **A.1.6 Amendments to the Municipal Class EA**

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 and Climate Change, 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.

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. 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.

## **A.2.8 PROVISION FOR CHANGING PROJECT STATUS (PART II ORDER)**

### **A.2.8.1 Part II Order**

It is recognized that the planning and design process, as outlined, is one which allows for concerns to be identified and resolved through the course of the project's planning. In some circumstances, however, it is possible that issues may be raised during public review of a project that cannot be easily accommodated. In cases where concerns are raised it is the proponent's obligation, as proponent, to use all reasonable means available to them to resolve these concerns. In circumstances where interested persons, Aboriginal communities, or government agencies feel that the proposed undertaking needs to be made subject to a more rigorous planning, design and documentation procedure, a Part II Order request can be made.

The Part II Order is the legal mechanism whereby the status of an undertaking can be elevated from an undertaking within a Class EA to higher level of review, including an Individual EA. According to section 16 of the EAA, the Minister or delegate may by order require a proponent to comply with Part II of the EAA which requires the preparation of an individual EA before proceeding with a proposed undertaking to which a Class EA would otherwise apply. Under this same section of the EAA, the Minister or delegate may also deny the request and impose conditions with respect to a proposed undertaking.

It is the responsibility of the proponent to advise the public of their right to request a Part II Order in public notifications (see Appendix 6). Any interested persons, Aboriginal communities, or government agency may request the Minister or delegate to issue a Part II Order within the public review period for a Project File, Environmental Study Report or an Addendum. In the case of an Addendum, only the Addendum (the change to the project) shall be considered in a request for a Part II Order.

A valid Part II Order request:

- Must be made in writing to the Minister or delegate with a copy to the proponent.
- Must be made after all of the planning is complete (after the Notice of Completion is issued and within the specified review period outlined in the Notice) so that all of the potential environmental effects and impact management measures are understood.
- Must not be made for the sole purpose of delaying, stopping or frustrating the planning and implementation of a class environmental assessment project (such requests will not be considered).
- Must focus on potential environmental effects of the project, the class environmental assessment process, and not on decisions made outside the class environmental assessment process (for example, land use planning decisions made under the Planning Act or issues related to municipal funding of projects).
- Must not raise issues that are not related to the project.
- Should be withdrawn promptly by the requester if the proponent has satisfied the concerns of the requester.

### **A.2.8.2 Procedure to Request a Part II Order**

The purpose of this Section is to outline the details surrounding a Part II Order request:

1. An interested person, Aboriginal community, or government agency with a concern about a project would bring the concern to the attention of the proponent.

Proponents are required to provide several opportunities for public notification and consultation throughout the Class EA planning process such as newspaper notices, workshops, open houses and request for comments. Those who are directly affected by the proposed project as well as the general public should share the responsibility for being involved in the planning process.

**Members of the public having concerns about the potential environmental effects of a project or the planning process being followed have a responsibility to bring their concerns to the attention of the proponent early in the planning process, when the proponent has greater flexibility to accommodate changes in the project development and the process.**

Proponents have the discretion of determining whether they need to delay or extend the completion of their project and can enter into discussions with stakeholders to address outstanding issues as part of the process. The proponent can also voluntarily elevate the status of the project from a Schedule B to a Schedule C process or to an individual EA.

In order to ensure that the proponent's evaluation of the environmental impacts and the mitigating measures being proposed are fully understood by all stakeholders, members of the public expressing concerns should be advised not to make a request for a Part II Order until planning is complete. Requests for an order made before the 30-day review period will be considered by the Minister or delegate to be premature.

2. If any reasonable concerns relevant to the project cannot be resolved by any means employed by the proponent including self-directed mediation, the interested persons, Aboriginal communities, or government agencies may formally request that the proponent submit the undertaking to a higher level of assessment, such as a Schedule C process for a Schedule B activity or an Individual EA under Part II of the EAA.
3. If the proponent is unwilling to elevate the status of the undertaking or determines that an elevation of the undertaking's status is inappropriate, the interested persons, Aboriginal community, or the government agency with the concern, may submit a Part II Order request within 30 days of the "Notice of Completion" or "Notice of Filing of an Addendum" date.

**Requests made or received after the 30 calendar day comment period may not be considered by the ministry.**



The request to issue a Part II Order must be made in writing to the Minister of the Environment and Climate Change or delegate, and be received by the ministry within the 30-day comment period following issuance of the Notice of Completion or Notice of Addendum. The request must include the name, address and contact information of the requester and clearly indicate that a request for a Part II Order is being made. The request must address the following issues as they relate to the identified concerns with the potential environmental effects of the project or the planning process followed.

- project name and proponent must be clearly outlined;
- environmental impacts of the project and their significance;
- the adequacy of the planning process;
- the availability of other alternatives to the project (where appropriate as some projects may not have any alternative);
- the adequacy of the public consultation program and the opportunities for public participation;
- the involvement of the requester in the planning of the project;
- the nature of the specific concerns which remain unresolved;
- details of any discussions held between the requester and the proponent;
- the benefits of requiring the proponent to undertake a higher level of assessment (e.g. an individual environmental assessment); and
- any other important matters considered relevant.

The requester shall forward a copy of the request to the proponent and the EAB at the same time as submitting it to the Minister or delegate. Please note that all personal information included in a submission – such as name, address, telephone number and property location – is collected, maintained and disclosed by the MOECC for the purpose of transparency and consultation. The information is collected under the authority of the EAA 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 that is submitted will become part of a public record that is available to the general public unless a request is made that personal information remain confidential. For more information, the ministry's Freedom of Information and Privacy Coordinator can be contacted at 416-327-1434.

4. The EAB will advise the proponent within 10 working days of the receipt of a Part II Order request and will provide the proponent with an opportunity of making a submission to address the issues raised in the Part II Order request. The proponent also has the option of advising the Director of the EAB in writing if they are prepared to voluntarily carry out an individual EA or a higher level of assessment (e.g. elevate from a Schedule B to a Schedule C project). This should be done within one week of being advised that there has been a Part II Order request or as soon as is reasonably possible. The Director of the EAB would then

advise the requester that the individual EA or higher level of assessment will be carried out, which would negate the need for further review of the Part II Order requests by EAB.

The review of any Part II Order requests by EAB will commence after the end of the 30-day comment period following issuance of the Notice of Completion or Notice of Filing of an Addendum, and upon receipt of all necessary and satisfactory information from the requester, the proponent, other government agencies and/or interested persons.

The EAB may consult with other government agencies and/or other interested persons during the review of a Part II Order request. The EAB may also request additional documentation from the proponent or the requester. If there are critical deficiencies in the documentation submitted by the proponent, the EAB may require the proponent to submit additional information. The proponent will need to respond to the issues raised and provide a written record of their responses to the EAB. Proponents will also need to provide information (i.e. consultation summary / record of consultation) to EAB about how First Nation and Métis communities were consulted during the planning process. The proponent shall provide the information within the requested time frame. Within a minimum target of 45 days of receiving all necessary information, the EAB will review the information and prepare a recommendation for the Minister or delegate's consideration. The EAB will focus on the issues associated with the request, the review of the documentation, and the proponent's response. EAB will also review the proponent's Aboriginal consultation activities undertaken in accordance with Section A.4 (Documentation and Revisions - Addenda) and will make a recommendation to the Minister or delegate.

It is possible that proponents can continue discussions with requesters during the ministry review period of the Part II Order request as long as EAB is notified in writing and a reasonable timeframe is set for those discussions (e.g. 30-days). The requester shall not unreasonably delay the project in this regard. If longer periods of time are required to continue discussions, proponents and the ministry will have to consider if the project needs to be withdrawn and whether the notices need to be reissued.

Should the ministry review period for the Part II Order be extended, the start of timelines for the review of any Part II Order request by EAB will be deferred accordingly. If the proponent satisfies the concerns of the requester, it is the requester's responsibility to withdraw the request for a Part II Order as soon as possible. Such withdrawals should be in writing to the Minister or delegate and should be copied to the proponent and the EAB. The Director of the EAB may accept and may act upon such withdrawals on behalf of the Minister.

### **A.2.8.3 Minister's Decision**

As part of the Minister or their delegate's decision-making process, the Minister or their delegate will consider the information submitted by the proponent, the person requesting the Part II Order and any interested persons, Aboriginal community, or government agency, the Minister or

delegate chooses to consult before making a decision. The Minister or delegate will also consider the evaluation criteria for Part II Order requests found in subsection 16(4) of the EAA and other matters that the Minister may consider appropriate, as follows:

- the purpose of the EAA;
- extent and nature of public concern;
- potential for significant adverse environmental effects;
- need for broader consideration of alternatives by the proponent;
- consideration of urgency;
- participation of the requester in the planning process;
- nature of request (i.e. substantiation of claims with regard to identification of factors that suggest that the proposed undertaking differs from other undertakings in the class to which the Class EA project applies);
- degree to which public consultation and dispute resolution have taken place;
- any reasons given by a person who requests the order;
- the mediator's report, if any;
- the timeliness of the request and the timeliness of the requester raising the issues and/or concerns with the proponent;
- Ministry's Statement of Environmental Values; and
- any other important matters as the Minister considers appropriate.

The Minister or delegate will make a decision to do one of the following:

1. Make a Part II Order (to require an individual EA or impose other conditions);
2. Deny the request;
3. Deny the request with conditions;
4. Refer a matter related to the request to mediation.

The Minister or delegate can also advise the proponent to restart its project planning where there is evidence that the project has not been prepared in accordance with this Class EA.

If the Minister or delegate issues a Part II Order, then he/she shall give notice, with reasons, to the proponent, the person requesting the Part II Order, and to any other interested persons, Aboriginal community, or government agency as the Minister or delegate considers appropriate. The proponent shall then adhere to the Order if it wishes to pursue implementation of the undertaking.

If the Minister or delegate refers the matter to mediation then he/she shall give notice, with reasons, to the proponent, the person(s) requesting the Part II Order, and to any other interested persons, Aboriginal community, or government agency as the Minister or delegate considers appropriate. When referring a matter to mediation, section 8 of the EAA will apply, including the appointment, by the Minister or delegate, of one or more neutral persons to act as mediators; the preparation of a report by the mediator to the Minister or delegate within 60 days of

appointment, and the payment of the fees and reasonable expenses of the mediators by the proponent.

If the Minister or delegate denies the Part II Order request with or without conditions, he/she shall give notice, with reasons, to the person requesting the Part II Order, the proponent and to any other interested persons, Aboriginal community, or government agency as the Minister or delegate considers appropriate. The proponent then continues to plan and implement the undertaking under this Class EA. Any conditions which the Minister or delegate might apply to the decision to deny the Part II Order request must be adhered to by the proponent when implementing the project. It is noted that it is possible that a higher level of assessment (such as requiring the proponent to undertake a Schedule C process for a Schedule B activity) may be required through a condition of the denial.

## A.2.10.6 The Clean Water Act

The purpose of the *Clean Water Act* (CWA) is to protect existing and future sources of municipal drinking water. Under the CWA, **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 Area (SPA). These vulnerable areas are known as a Wellhead Protection Areas (WHPAs) or surface water Intake Protection Zones (IPZs). Details regarding the location of vulnerable areas will be available in approved Source Protection Plans/Assessment Reports and from the Conservation Authority/Source Protection Authority.

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.

Sidebar goes with paragraph above:

Ontario Regulation 287/07 lists the ‘prescribed’ drinking water threats. However additional ‘local’ threat activities could have also been added by the local Source Protection Committee. For assistance in determining whether an activity associated with the construction or operation of projects covered by this Class EA are a drinking water threat, proponents can contact the local Conservation Authority/Source Protection Authority.

### **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.**

**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 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.

For further clarity, the proponent can contact the Conservation Authority/Source Protection Authority.

### Appendix 1-Cycling Changes to Project Schedules

No.	Description of the Project <i>(Note: The Schedules shall be reviewed inclusively to ensure that the correct schedule is selected)</i>	Cost Limit for Project Approved Under Schedule				Rationale for Change* <i>*(rationale and track changes provided for reference only not part of final amended document)</i>
		Pre Approved		B	C	
		A	A+			
1.	Normal or emergency operation and maintenance of linear paved facilities, <u>cycling lanes/facilities &amp; multi-purpose paths, sidewalks, parking lots</u> and related facilities located <u>within or outside existing rights-of-way</u> .	NL	-	-	-	All normal or emergency operations are Schedule A
3.	Construction or removal or operation of sidewalks or <u>multi-purpose bicycle paths</u> or <u>cycling bike facilities</u> within existing or <u>protected</u> rights-of-way.	NL	-	-	-	Operation is covered above. The public should be advised any issues raised should be resolved locally with the municipality.
14.	Construction of new parking lots <u>not associated with a building</u> .	<9.5m	-	>9.5m	-	Parking lots that serve a building are covered by Planning Act Requirements.
19.	Reconstruction where the reconstructed road or other linear paved facilities (e.g. HOV lanes, bicycle lanes/facilities or multi-purpose paths) will be for the same purpose, use, capacity and at the same location <del>as the facility being reconstructed</del> (e.g. <u>addition or reduction of cycling lanes/facilities or parking lanes, provided no change in the number of motor vehicle lanes</u> ).	-	NL	-	-	The public should be advised any issues raised should be resolved locally with the municipality.
20.	Reconstruction or widening where the reconstructed road or other linear paved facilities (e.g. HOV lanes) will not be for the same purpose, use, capacity or at the same location <del>as the facility being reconstructed</del> (e.g. additional <u>motor vehicle lanes, continuous centre turn lane</u> ).	-	-	<2.4m	>2.4 m	Changes to motor vehicle capacity warrant a higher level of review.

No.	Description of the Project (Note: The Schedules shall be reviewed inclusively to ensure that the correct schedule is selected)	Cost Limit for Project Approved Under Schedule				Rationale for Change* <i>*(rationale and track changes provided for reference only not part of final amended document)</i>
		Pre Approved		B	C	
		A	A+			
22.	<p>Redesignation of a <u>Linear Paved Facility</u>, <del>an existing General Purpose Lane (GPL) or High Occupancy Vehicle (HOV) lanes</del> through signage or pavement marking modifications (i.e. not requiring physical construction beyond localized operational improvements as described in activity No. 12 above):</p> <ul style="list-style-type: none"> <li>• <u>addition or removal of new</u> parking or turning lane markings on an existing roadway;</li> <li>• conversion of one-way or two-way streets;</li> <li>• redesignation of existing <u>General Purpose Lane (GPL) or on-street parking to High Occupancy Vehicle (HOV) or cycling lanes/facilities; HOV to GPL or vice versa;</u></li> <li>• <u>addition or removal of cycling lanes/facilities</u></li> </ul>	-	NL	-	-	The public should be advised any issues raised should be resolved locally with the municipality.
new	<u>Construction or removal of sidewalks, multi-purpose paths or cycling facilities including water crossings outside existing right-of-way.</u>	-	-	3.5 m – 9.5 m	>9.5 m	Maintain the existing exemption for smaller cycling projects. Larger projects follow a well accepted and proven process.
24.	Reconstruction of a water crossing where the reconstructed facility will be for the same purpose, use, capacity and at the same location. (Capacity refers to either hydraulic or road capacity <u>but does not include alterations to include or remove facilities for cycling, pedestrians or to support utilities.</u> ) This includes ferry docks.	-	NL	-	-	The public should be advised any issues raised should be resolved locally with the municipality.



No.	<b>Description of the Project</b> <i>(Note: The Schedules shall be reviewed inclusively to ensure that the correct schedule is selected)</i>	Cost Limit for Project Approved Under Schedule				<b>Rationale for Change*</b> <i>*(rationale and track changes provided for reference only not part of final amended document)</i>
		Pre Approved		B	C	
		A	A+			
28.	Construction of underpasses or overpasses for pedestrian, <u>cycling</u> , recreational or agricultural use.	-	-	<2.4m	>2.4m	Clarification to ensure cycling is included.

**APPENDIX 2 - TYPICAL MITIGATION MEASURES FOR  
POTENTIAL ENVIRONMENTAL EFFECTS**

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<b>CLIMATIC FEATURES</b>		
<b>Effect</b>	<b>Mitigation Measures</b>	<b>Application Where/when</b>
Drought, increased flooding, changes in water levels, increases in surface water runoff due to extreme weather events and climate change	<p>Consider the following:</p> <ul style="list-style-type: none"> <li>• Design associated drainage and storm ponds to manage extreme weather events</li> <li>• Use of pervious pavement or reduce impervious pavement and other low impact development methodologies to manage or reduce storm water runoff and on-site flow control</li> <li>• Increase elevations of structures over waterways</li> <li>• Increased capacity of sewer and treatment systems to accommodate additional flows</li> <li>• Monitoring and adaptive management to manage flow rates</li> <li>• Artificial destratification to manage evaporation</li> <li>• Stormwater runoff to roadside ditches and/or grassed swales</li> <li>• Back-up features and infrastructure for upset conditions and emergency response procedures (e.g. standby power for water and waste water facilities)</li> <li>• Water conservation and efficiency through leakage/loss detection and prevention in distribution system</li> </ul>	Design and construction
Cracked concrete during freeze thaw cycles; deterioration of roadway/structures sooner than anticipated	Consider using materials resilient to freeze-thaw effect and salting, and survive higher temperatures	Design and construction

## Appendix 6

### SAMPLE NOTICES

The following Sample Notices are provided:

#### Schedule A+:

- Mandatory contact - Notice to Public

#### Schedule B:

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

#### Schedule C:

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

#### 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 suite 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 and Climate Change (MOECC)**

- Proponent to send all notices to the applicable MOECC Regional Offices;
- Proponent to send Notice of Completion to MOECC Regional Offices (for review and comment where applicable);
- Proponent to send Notice of Completion to MOECC EAB email
  - ([MEA.Notices.EAAB@ontario.ca](mailto:MEA.Notices.EAAB@ontario.ca)) (The email notice will assist with compliance monitoring and with the review of a PIIO request should one be submitted).

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

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**This appendix also includes a sample covering memo to MOECC - EAB, to accompany copies of Notice of Completion for Schedule B or C projects (see discussion in Section A.1.5.1 of Part A)**

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**SCHEDULE A+**

**MANDATORY PUBLIC CONTACT**

---

**Sample Letter to Adjacent Property Owners**

Date

Name

Street

Town

Postal Code

**RE: 2014 Capital Construction**

Dear

The Town of South Falls is planning to reconstruct Frank Street from Lake Avenue West to Emily Street during the 2014 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 2014 Construction Program on Wednesday, April 18<sup>th</sup>, 2014 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

**NOTE:** Alternatively notice could be provided with a notice posted at the site, a report to Council, listing the project on the municipality's web site, etc. See section A.3.5.3 for more information.

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**SCHEDULE B**

**1<sup>ST</sup> MANDATORY PUBLIC CONTACT - PHASE 2**

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**TOWN OF SOUTH FALLS  
CLASS ENVIRONMENTAL ASSESSMENT  
BIOSOLIDS STORAGE FACILITIES  
PUBLIC COMMENT INVITED  
(OR NOTICE OF STUDY COMMENCEMENT)**

---

The Town of South Falls is carrying out a study to determine the preferred method of biosolid storage and disposal. Options include the establishment of temporary sewage biosolids storage facilities to allow land spreading of biosolids to continue on nearby lands.

Map (where applicable)	Map (where applicable)
------------------------	------------------------

The project is being planned under **Schedule B** of the **Municipal Class Environmental Assessment**.

For further information on the project, or on the planning process being followed consult [www.southfalls.ca/Biosolidsstoragefacilities](http://www.southfalls.ca/Biosolidsstoragefacilities) or contact Ms. Anne Lane, Environmental Technician, Town of South Falls, 1 South Falls Road, South Falls, Ontario, L0M 1NQ Telephone: (519) 222-3300 or at [anne@southfalls.ca](mailto:anne@southfalls.ca)

Public input and comment are invited, for incorporation into the planning and design of this project, and will be received until 17<sup>th</sup> February, 2014. Subject to the identification of a preferred method of biosolids storage and disposal, comments received and the receipt of necessary approvals, the Town of South Falls intends to proceed with the planning, design and construction of this project, to be completed by late 2012.

This Notice issued 5<sup>th</sup> January, 2014.

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

**SCHEDULE B**

**2<sup>ND</sup> MANDATORY PUBLIC CONTACT - PHASE 2**

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**TOWN OF SOUTH FALLS  
CLASS ENVIRONMENTAL ASSESSMENT  
BIOSOLIDS STORAGE LAGOONS - COOKS LAND LANDFILL  
NOTICE OF COMPLETION**

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To allow the spreading of sewage biosolids to continue on agricultural lands in the Township of Hadley, the Town of South Falls is proposing to establish temporary storage lagoons at the Town's landfill site, located on Cook's Lane. These works are planned to be completed by late 2014 at an estimated cost of \$75,000.

Map (where applicable)

The above project is being planned under **Schedule B** of the **Municipal Class Environmental Assessment**. Subject to comments received as a result of this Notice, and the receipt of necessary approvals, the Town of South Falls intends to proceed with the design and construction of this project.

The project plans and other information are available at [www.southfalls.ca/Biosolidsstoragefacilities](http://www.southfalls.ca/Biosolidsstoragefacilities) and at the following locations

Engineering Department  
Town of South Falls  
1 South Falls Road  
South Falls, Ont. L0M 2K0  
Mon - Fri: 9:00 am - 9:00 pm  
Telephone: (519) 222-3300

County Library  
500 Main Street  
South Falls, Ont. L0M 2K0  
Mon - Fri: 9:30 am - 4:30 pm  
Saturday: 9:00 am - 5:00 pm  
Sunday: 1:00 pm - 5:00 pm  
Telephone: (519) 223-1234

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.

If concerns arise regarding this project, which cannot be resolved in discussion with the municipality, a person or party may request that the Minister of the Environment and Climate



Change to 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. Requests must be received by the Minister within 30 calendar days of this Notice.

Minister of the Environment and Climate Change  
77 Wellesley Street West  
11<sup>th</sup> Floor, Ferguson Block  
Toronto, ON M7A 2T5

-and-

Ministry of the Environment and Climate Change  
Environmental Approvals Branch  
135 St. Clair Avenue West  
1<sup>st</sup> Floor  
Toronto, ON M4V 1P5

-and-

Engineering Department  
Town of South Falls  
1 South Falls Road  
South Falls, Ont. L0M 2K0  
Mon - Fri: 9:00 am - 9:00 pm  
Telephone: (519) 222-3300

If there is no request received by May 28, 2014, the Town of South Falls will proceed to design and construction for the biosolids storage lagoons, 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 and Climate Change 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 27<sup>th</sup> April, 2014.

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

**SCHEDULE C**

**1<sup>ST</sup> MANDATORY PUBLIC CONTACT - PHASE 2**

---

**TOWN OF DARTFORD  
CLASS ENVIRONMENTAL ASSESSMENT  
WATER SYSTEM AUGMENTATION  
PUBLIC COMMENT INVITED  
(OR NOTICE OF STUDY COMMENCEMENT)**

---

Population growth and expansion of recreational areas in the south of the Township have placed the Township's water supply system under stress, resulting in water restrictions being imposed last summer. The Township is therefore considering alternative ways in which the water supply may be augmented and have authorized hydrogeological studies to be undertaken.

Map (where applicable)

In accordance with the requirements for **Schedule C** projects of the **Municipal Class Environmental Assessment**, the Township is making preliminary study material and plans available for public review. During the week of 8<sup>th</sup> to 12<sup>th</sup> October, 2014, between the hours of 4:00 p.m. and 8:00 p.m., the public is invited to attend at the Henry Lion Public School, Side Road 15. The Township's consultants will be available to discuss issues and concerns with members of the public. Thereafter, input and comment will be accepted by the consultants until 2<sup>nd</sup> November, 2014.

For further information on the project, or on the planning process being followed, consult [www.dartfordt.ca/watersystemaugmentation](http://www.dartfordt.ca/watersystemaugmentation) or contact ABC Engineering Limited, 100 Main Street, Huntington, Ont. K0L 1C0, telephone (519)123-1567; attention Ms. Julie Appleby, B.Sc., Chief Hydrogeologist at [jappleby@ABC.com](mailto:jappleby@ABC.com).

This notice issued 21<sup>st</sup> September, 2014.

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

**SCHEDULE C**  
**2<sup>ND</sup> MANDATORY PUBLIC CONTACT - PHASE 3**

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**TOWN OF DARTFORD CLASS ENVIRONMENTAL ASSESSMENT**  
**WATER SYSTEM AUGMENTATION NOTICE OF PUBLIC**  
**CONSULTATION CENTRE**

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Recent hydrogeological studies undertaken to consider alternative methods in which the Township's water supply may be augmented to serve the growth in the south end of the Township have now been concluded. In order to overcome seasonal water shortages, the Township is considering the establishment of a recharge system to augment the water supply from the two 1<sup>st</sup> Concession wells, using the York River as the water source.

Map (where applicable)

This project is being planned as a **Schedule C** project under the **Municipal Class Environmental Assessment**. For further information on this project consult [www.dartford.ca/watersystemaugmetation](http://www.dartford.ca/watersystemaugmetation) or contact ABC Engineering Limited, 100 Main Street, Huntington, Ont. K0L 1C0, telephone (519)123-1567; attention Ms. Julie Appleby, B.Sc., Chief Hydrogeologist at [jappleby@ABC.com](mailto:jappleby@ABC.com)

**Public Consultation Centre**

Time:	Open House:	3:00pm to 6:30 pm
	Public Meeting	7:00 pm
	Date	Wednesday, 23 <sup>rd</sup> January, 2014
	Location	Henry Lion Public School, Sideroad 15 Township of Dartford

Following the public consultation centre, further comments are invited for incorporation into the planning and design of this project and will be received until 15<sup>th</sup> February, 2014. For further information, please consult:

Ms. Julie Appleby, Chief Hydrogeologist, ABC Engineering Limited, 100 Main Street, Huntington, Ont. K0L 1C0 Telephone (519) 123-4567 e-mail [japplyby@ABC.com](mailto:japplyby@ABC.com)

Subject to comments received as a result of this Notice, the Township plans to proceed with the completion of the Class EA for this project and an Environmental Study Report will be prepared and placed on the public record for a minimum 30 day review period.

This Notice issued 2<sup>nd</sup> January, 2014

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

e-mail: [info@dartford.ca](mailto:info@dartford.ca)  
Phone: (519) 234-5678

**SCHEDULE C**

**3<sup>RD</sup> MANDATORY PUBLIC CONTACT - PHASE 4**

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**TOWN OF DARTFORD  
CLASS ENVIRONMENTAL ASSESSMENT  
WATER SYSTEM AUGMENTATION  
FIRST CONCESSION RECHARGE SYSTEM  
NOTICE OF COMPLETION OF ENVIRONMENTAL STUDY REPORT**

---

In order to augment the water supply in the south of the Township to serve population growth and expansion of tourism and recreational facilities, the Township is proposing to establish a recharge system to augment the aquifer which serves the 1<sup>st</sup> Concession wells. This project involves the establishment of a pumping station at Baileys Bluff on the York River, the construction of water supply lines along the 5<sup>th</sup> Sideroad and the 1<sup>st</sup> Line and the construction of a series of lagoons and trenches along the crest of Dartford Hill, in the 1<sup>st</sup> Concession.

Map (where applicable)

The Township has planned this project under **Schedule C** of the **Municipal Class Environmental Assessment**. The Environmental Study Report has been completed and by this Notice is being placed in the public record for review and comment. Subject to comments received as a result of this Notice and the receipt of necessary approvals, the Township intends to proceed with the construction of this project in the year of 2014. The estimated cost is \$225,000.

The Environmental Study Report is available for review at [www.dartford.ca](http://www.dartford.ca) and at the following location(s):

Township Office  
Township of Dartford  
Township Road 20  
Dartford, Ontario

Resource Centre, YM-YWCA  
3<sup>rd</sup> Floor, 123 First Avenue  
Dartford, Ontario

Mon-Fri: 8:30 a.m - 4:30 pm  
Telephone: (519)765-4321

Mon-Sat: 9:00 am - 9:00 pm  
Telephone: (519) 456-7123

Further information may be obtained from the Township's consultants, ABC Engineering Limited, 100 Main Street, Huntington, Ont. K0L 1C0. Telephone (519) 123-4567. Attention Ms. Julie Appleby, Chief Hydrogeologist [jappleby@ABC.com](mailto:jappleby@ABC.com)

Interested persons should provide written comments to the municipality on the proposal within 30 calendar days from the date of this Notice (INSERT DEADLINE FOR COMMENTS). Comments should be directed to the Town Engineer at Town Hall.

A person or party may request that the Minister of the Environment and Climate Change 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 and Climate Change  
77 Wellesley Street West  
11<sup>th</sup> Floor, Ferguson Block  
Toronto, ON M7A 2T5

-and-

Ministry of the Environment and Climate Change  
Environmental Approvals Branch  
135 St. Clair Avenue West  
1<sup>st</sup> Floor  
Toronto, ON M4V 1P5

-and-

Township Office Resource Centre  
Township of Dartford 3<sup>rd</sup> Floor  
Township Road 20  
Dartford, Ontario  
Mon-Fri: 8:30 a.m - 4:30 pm

If there is no "request received by May 28, 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 and Climate Change 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 1<sup>st</sup> May, 2014.

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

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

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**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 watermain 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 1<sup>st</sup> 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](http://www.dartford.ca) and at the following location(s):

Township Office  
Township of Dartford  
Township Road 20  
Dartford, Ontario

Resource Centre, YM-YWCA  
3<sup>rd</sup> Floor, 123 First Avenue  
Dartford, Ontario

Mon-Fri: 8:30 a.m - 4:30 pm  
Telephone: (519)765-4321

Mon-Sat: 9:00 am - 9:00 pm  
Telephone: (519) 456-7123

Further information may be obtained from the Township's consultants, ABC Engineering Limited, 100 Main Street, Huntington, Ont. K0L 1C0. Telephone (519) 123-4567. Attention Ms. Julie Appleby, Chief Hydrogeologist [jappleby@ABC.com](mailto: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 and Climate Change 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 and Climate Change  
77 Wellesley Street West  
11<sup>th</sup> Floor, Ferguson Block  
Toronto, ON M7A 2T5

-and-

Ministry of the Environment and Climate Change  
Environmental Approvals Branch  
135 St. Clair Avenue West  
1<sup>st</sup> Floor  
Toronto, ON M4V 1P5

-and-

Township Office Resource Centre  
Township of Dartford 3<sup>rd</sup> Floor  
Township Road 20  
Dartford, Ontario  
Mon-Fri: 8:30 a.m - 4:30 pm

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 and Climate Change 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 1<sup>st</sup> August 2014

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



**COVERING MEMO TO MOECC-EAB**

**To:** Environmental Approvals Branch  
Ministry of the Environment and Climate Change  
MEA.Notices.EAAB@ontario.ca

**From:** *(Name of Proponent)*  
*(Address)*  
*(Study Contact)*                    -(phone)  
  -(fax)  
  -(e-mail\_

**Re:***(Name and Location of Project)*

**Date:**

---

The above-noted project is being carried out in accordance with the Municipal Class EA. Please find enclosed a copy of the following for your files:

- Notice of Completion (Schedule B project)
- Notice of Completion of Environmental Study Report (Schedule C Project)
- Notice of Filing of Addendum

cc Regional EA Planner/Coordinator

## Consequential Amendments

### Section A.2.10 RELATIONSHIP OF PROJECTS WITHIN THE CLASS EA TO OTHER LEGISLATION

Add Ontario Heritage Act to the list of other key provincial legislation on page A-48 (Section A.2.10). For clarity, Ontario Heritage Act to be listed between the Places to Grow Act and O Reg 116/01.

Rationale: Ministry of Tourism Culture and Sport has raised concerns that Municipal Class EA projects subject to Schedule A are being implemented without consideration for requirements under the Ontario Heritage Act.

### Appendix 1, Project Schedules: Municipal Road Projects

Amend the proposed “note to be included just prior to Table in Appendix 1” as follows:

*“Note: Phase in Provision - Any data gathered or consultation related to a cycling or multi-purpose **path** completed prior to approval of the amendment, including projects in the Municipal Class EA, can be used as part of the Municipal Class EA process provided the proponent has followed the requirements of the Municipal Class EA.”*

*Rationale: the City of Mississauga requested that consistent terminology be used to describe multi-purpose paths, whereas the previous language proposed used multi-purpose paths and multi-use trails interchangeably.*

Add the following note after paragraph 4, Page 1-4 as follows:

**Note:**

*Municipal projects involving the construction or removal of sidewalks, multi-purpose paths or cycling facilities including water crossings outside existing rights-of-way (see **activity No. XXXX**) are exempt under Ontario Regulation 334, made under the EAA, from EA requirements if the estimated project cost (as outlined in the regulation) is less than \$3.5 M. This value will not be adjusted as part of the MEA's annual adjustments to cost thresholds as there is no such adjustment made to the 3.5 M exemption under O Reg. 334. For clarity, the cost threshold to carry out a Schedule C process for municipal projects involving the construction or removal of sidewalks (multipurpose paths or cycling facilities including water crossings outside of existing rights-of-way) will be adjusted on an annual basis.*

*Rationale: this note is to clarify that the 3.5 M cost threshold in the Municipal Class EA will remain consistent with the 3.5 M exemption in Ontario Regulation 334.*

## **STATUS OF MUNICIPAL ROAD PROJECTS UNDER THE CLASS ENVIRONMENTAL ASSESSMENT**

*Page 1-1*

*Amend fifth paragraph as follows:*

*Take, for example, the redesignation of an existing general purpose lane as a High Occupancy Vehicle (HOV) lane. This could be accomplished with the installation of low cost traffic control devices and as such could be considered as a **Schedule A+** project. However, the potential changes to general traffic patterns could be significant and could have effects on adjacent businesses or communities and as such should perhaps be considered as a Schedule B or C project.*

*Rationale: this amendment is required to ensure consistency with the proposed scheduling for activity no. 22.*

### **Section B.2.3.1 Description of Projects (page B-11)**

*Amend as follows:*

*Projects in this group can generally be described as:*

- *Interchanges – may be an existing at-grade intersection or an existing grade separated interchange*
- *grade separations –may be road/rail or road/road*
- *water crossings – generally a culvert or a bridge but in some circumstances may be a tunnel or a ferry; may include pedestrian, **cycling**, recreational, and agricultural water crossings*

*Rationale: this amendment is required to ensure consistency with the proposed scheduling for activity no. 26.*