



Impact Assessment
Agency of Canada

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

Agence d'évaluation
d'impact du Canada

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

March 19, 2021

Sent by email

Invitation for Input

Bruce Lauckner, Regional Municipality of Waterloo
Dan Chapman, City of Kitchener
Tim Anderson, City of Waterloo
David Calder, City of Cambridge
David Brenneman, Township of Woolwich
Aldo Salis, Wellington County
Kealy Dedman, City of Guelph

Dear Colleagues:

Subject: Comments invited on the potential impacts of the proposed Waterloo Airport Runway Project

On March 19, 2021, the Impact Assessment Agency of Canada accepted the Initial Project Description for the Waterloo Airport Runway Project from the Region of Waterloo International Airport (the proponent) as meeting the requirements of Schedule 1 of the *Information and Management of Time limits Regulations* under the *Impact Assessment Act* (IAA). As of today, the 180-day planning phase of the impact assessment has commenced.

The Agency is conducting a 30-day comment period on the Initial Project Description from March 19, 2021, to April 18, 2021, inviting the public, Indigenous groups and other jurisdictions to provide feedback related to the Project.

The Project

The Region of Waterloo International Airport is proposing to extend runway 14-32 from the current length of 1,250 metres to a final length of 2,134 metres, construct new access roads and a parallel taxiway, modify the runway approach lighting, and expand or relocate the terminal building. This work would improve the overall use of the airport, located in Breslau, Ontario, by upgrading the runway, which is currently capable of serving aircraft of Aircraft Group Number IIIA,¹ so that it would become capable of serving aircraft of Aircraft Group Number IIIB.

A summary of the Initial Project Description is available on the Canadian Impact Assessment Registry at <https://iaac-aeic.gc.ca/050/evaluations/proj/81452>.

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Invitation to submit comments

The objective of this letter is to invite your municipality to provide your views on the Project and its potential effects or impacts (both positive and negative) to the environment and your community, as well as how you would like to be engaged throughout the assessment process. Please review the Summary of the Project Description and provide your comments by **April 18, 2021**. A comment form (Enclosure 1) is provided for your convenience, or you may reply in a format of your choice.

The Agency will prepare a Summary of Issues² from comments received on the Initial Project Description from the public, Indigenous groups, federal authorities, and other participants. The Summary of Issues will be provided to the proponent. The proponent will then be required to submit a Detailed Project Description to the Agency that includes a response to the Summary of Issues and how the proponent plans to address the issues raised. The Agency will review and consider the proponent's documents and input from Indigenous groups and other participants to inform its decision on whether a federal impact assessment is required for the Project.

Should the Agency determine that a federal impact assessment is required, a second comment period will be held during the planning phase on the draft Public Participation Plan and the draft Tailored Impact Statement Guidelines.

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

The Agency's Submission Policy³ determines which submitted information can be shared publicly, and what should remain private. For further information on how we protect your privacy, please refer to the Privacy Notice.⁴

Written comments should be submitted directly via the *Submit a Comment* feature on the Registry page for this project, however, if you do not want your comment posted on the Registry, or if you would like to submit comments in another format, please contact us at IAAC.Waterloo.AEIC@canada.ca or call the Agency at 416-476-1186 prior to submitting your comment.

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² The Summary of Issues is a list of issues raised in the planning phase prepared by the Agency, as per section 14(1) of IAA. This document provides the proponent with an understanding of issues and allows participants to see how their comments and concerns have been characterized.

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

⁴ <https://iaac-aeic.gc.ca/050/evaluations/protection>

Invitation to Public Information Sharing and Discussion Sessions

The Agency invites you and your staff to attend a virtual public information session via Zoom. This session will be an opportunity to learn more about the Project and the impact assessment process. Each session will include a question and answer period with representatives from the Agency. Interested participants can simply select one of the following sessions to join:

- Tuesday, March 30, 2021, from 10:00 AM to 11:30 AM EST
- Tuesday, March 30, 2021, from 5:30 PM to 7:00 PM EST
- Thursday April 1, 2021, from 2:30 PM to 4:00 PM EST
- Thursday April 1, 2021, from 7:00 PM to 8:30 PM EST

We invite you and your staff to register at <https://form.simplesurvey.com/f/I/WaterlooAirportRunwayProject-PublicSessionRegistration> at least 48 hours prior to the session you want to attend. Those that register will receive a calendar invite and the link to participate.

Notice to members of the public

In addition to the Canadian Impact Assessment Registry, the Agency uses print, web, radio and social media to advertise public comment periods. We would appreciate your support in making residents of your municipality aware of the Agency's comment period. If you routinely send notices to residents, the Agency would appreciate it if you would use the same mechanism to notify residents by posting or forwarding the following message:

The Impact Assessment Agency of Canada is holding a 30-day public comment period from March 19, 2021, to April 18, 2021, on the proposed Waterloo Airport Runway Project. Information is available on the Canadian Impact Assessment Registry at <https://iaac-aeic.gc.ca/050/evaluations/proj/81452>

*Comments can be submitted at the above link.
Other inquiries may be directed to
IAAC.Waterloo.AEIC@canada.ca*

The Agency will also be hosting four information sharing and discussion session. For more information on how to register and attend, please see the Agency's public notice at: <http://iaac-aeic.gc.ca/050/evaluations/document/138389>

The Agency recognizes it is more challenging to undertake meaningful public engagement and Indigenous consultation in light of the circumstances arising from COVID-19. The Agency continues to assess the situation, adjust consultation activities and provide flexibility as needed in order to prioritize the health and safety of all Canadians and conduct meaningful engagement with interested groups.

Please feel free to contact me at 416-476-1186 or IAAC.Waterloo.AEIC@canada.ca if you have any questions.

Sincerely,

<Original signed by>

Ian Lindsay
Project Analyst

Enclosure: Comment Form – Information to inform the Summary of Issues