WATERLOO AIRPORT RUNWAY PROJECT KEY MILESTONES AND DELIVERABLES FOR FEDERAL AUTHORITIES DURING IMPACT ASSESSMENTS

CONDUCTED BY THE IMPACT ASSESSMENT AGENCY OF CANADA UNDER THE IMPACT ASSESSMENT ACT

The following work plan describes the relevant milestones, and associated deliverables and activities, for participating federal authorities. See the Memoranda of Understanding (MoU) between the Agency and federal authorities for additional details.

The work plan does <u>not</u> provide an exhaustive list of the Impact Assessment Agency of Canada's internal milestones while conducting impact assessments under the Impact Assessment Act.

The specific service standards for the deliverables may vary based on project-specific circumstances. For each project, the Agency will endeavour to provide advance notice, as early as possible and subject to proponent conduct, in order to update federal authorities about upcoming milestones, deliverables and their timelines during impact assessment processes.

Travel or other expenses will be required of federal authorities for certain activities.

#	Agency Deliverables	Estimated Agency Timeline	Federal Authority (FA) Deliverables	Estimated FA Timeline		
Pre-im	Pre-impact Assessment					
i.	 Provides information that a draft Initial Project Description (IPD) is anticipated. Coordinates federal review of the draft IPD 	Completed July 2020	Upon request, makes knowledge, guidance or documents available to the Agency and the proponent to support the proponent's development of the final IPD	As requested; no legislated timelines		
ii.	provides information that an Initial Project Description (IPD) is anticipated.	Within 5 days of notification by the proponent	Upon request, makes knowledge, guidance or documents available to the Agency and the proponent to support the impact assessment	As requested; no legislated timelines		
iii.	commences pre-engagement with members of the public and Indigenous groups.	Dependent on availability of targeted participants	 Upon request, participates in engagement with the proponent Upon request, participates in early Indigenous engagement and capacity building exercises 	As requested; no legislated timelines		
Plannii	Planning Phase (180 days)					
1	posts the IPD for comment	Start of 180-day time limit for the planning phase Planned: March 19, 2021	N/A	N/A		

Last Updated: March 19, 2021

#	Agency Deliverables	Estimated Agency Timeline	Federal Authority (FA) Deliverables	Estimated FA Timeline
2	 conducts public comment period to solicit input to the Summary of Issues provides Federal Authority Advice Record (FAAR) request to federal authorities conducts, as appropriate, Crown consultation and public engagement activities 	30 days Start: March 19, 2021 End: April 18, 2021	 identifies powers, duties, or functions associated with the Project and the potential effects associated with the exercise of those powers, duties or functions identifies specialist or expert information and knowledge relevant to the Summary of Issues and an impact assessment of the Project identifies previous consideration of or actions taken in relation to the Project identifies any previous contact or involvement with the proponent or others in relation to the Project identifies key issues that should be addressed in the impact assessment of the Project provides knowledge or information related to the rights* of the Indigenous peoples of Canada and potential impacts of the Project on the exercise of their rights supports and participates in Crown consultation and public engagement activities works on planning for elements of the impact assessment process that will be conducted in collaboration with Indigenous groups 	Proposed Deadlines: FAAR Form A: April 9, 2021 (21 days) FAAR Form B: April 16, 2021 (28 days)

^{*} All references to rights in this document refer to Aboriginal or treaty rights as described in Section 35 of the the Constitution Act, 1982 which states: (1) The existing aboriginal and treaty rights of the aboriginal peoples of Canada are hereby recognized and affirmed. (2) In this Act, "aboriginal peoples of Canada" includes the Indian, Inuit and Métis peoples of Canada. (3) For greater certainty, in subsection (1) "treaty rights" includes rights that now exist by way of land claims agreements or may be so acquired. (4) Notwithstanding any other provision of this Act, the aboriginal and treaty rights referred to in subsection (1) are guaranteed equally to male and female persons.

Last Updated: March 19, 2021

#	Agency Deliverables	Estimated Agency Timeline	Federal Authority (FA) Deliverables	Estimated FA Timeline
3	 prepares and issues Summary of Issues to the proponent holds meeting to explain how Federal Authority Advice Record was incorporated into the Summary of Issues 	10 days Planned: April 28, 2021 [†]	If requested, provides specialist or expert information and advice to the Agency regarding issues raised by the public and Indigenous groups	10 days
4	allocates 30 days for the proponent to prepare the Detailed Project Description (DPD) (includes response to Summary of Issues)	N/A	N/A	N/A
5	posts DPD (includes response to Summary of Issues)	10 days after acceptance of proponent DPD DPD accepted on: June 7, 2021 [†] Posted on: June 7, 2021 [†]	 supports the Agency in the review of the DPD provides expert knowledge, information and advice to support the Agency in determining whether an impact assessment is required 	10 days
6	posts decision on whether an impact assessment is required	Day 80 of planning phase Posted on: June 7, 2021 (Day 80) [†]	N/A	N/A

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 $^{^{\}dagger}$ Dates marked with this symbol are to-be-confirmed and are subject to change.

#	Agency Deliverables	Estimated Agency Timeline	Federal Authority (FA) Deliverables	Estimated FA Timeline		
Where	Where an IA is Required					
7	develops draft: Tailored Impact Statement Guidelines (Guidelines) Permitting Plan Cooperation Plan Indigenous Engagement and Partnership Plan Public Participation Plan uissue, to Indigenous groups and the proponent, a synopsis of all the comments received to date with a response indicating how the comments have informed the preparation of the above noted draft documents	First request for federal authority input sent on March 19, 2021,† with the FAAR (Form A) Second official request for input into the draft Guidelines and draft Permitting Plan sent on June 7, 2021† Meeting on draft Guidelines input would be held during the week of June 14, 2021,† with all federal authorities	 supports the Agency in the development of the draft Guidelines, including by providing input on appropriate valued components and indicators to be included, and identifying any information, studies and methodologies that are necessary for the impact assessment participates in Agency-led meetings to incorporate advice on the draft guidelines supports the Agency in the development of the draft Permitting Plan and informs the Agency of any changes relevant to the Permitting Plan as the assessment proceeds supports the Agency in the development of the draft Cooperation, Indigenous Engagement and Partnership and Public Participation plans supports discussions with the proponent on the draft guidelines supports and participates in Crown consultation and public engagement activities related to the guidelines and plans 	Engagement on input to the draft Guidelines would begin on June 7, 2021 [†] Comments on the draft Guidelines would be requested by June 21, 2021 (14 days) [†] Comments on the draft Permitting Plan would be requested by June 21, 2021 [†]		
8	engages on draft Guidelines and plans	Comment period would start on July 6, 2021 [†] Request for further comments on the draft Guidelines and draft Permitting Plan would be sent on July 6, 2021 [†] Meetings would be planned in July 2021 [†]	 continues to contribute to the development of the guidelines and plans, including by providing written comments and participating in Agency-led meetings continues to participate in discussions with the proponent and Crown consultation and public engagement activities 	40 days (Federal authority deadline to submit comments would be August 13, 2021†).		

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#	Agency Deliverables	Estimated Agency Timeline	Federal Authority (FA) Deliverables	Estimated FA Timeline
9	reminds regulatory federal authorities to send to the Agency, as applicable, written notification along with the reasons why they will not exercise their powers or perform their duties or functions that would be necessary for the Project to proceed	Reminder would be sent with letter notifying of the start of the comment period on the draft Guidelines and plans (July 6, 2021 [†])	engages the proponent to specify the information that may be required for the regulatory federal authority to exercise those powers or perform those duties or functions	Federal authority dependent, but deadline to submit written notification to the Agency would be August 13, 2021 [†]
10	finalizes Guidelines and plans, Agency approves Guidelines and plans	30 days	supports the Agency in finalization of Guidelines and plans	14 days after deadline for comments. Agency would hold meeting(s) to discuss incorporation of final comments. Meeting would be held during the week of August 29, 2021 [†]
11	receives from regulatory federal authorities written notifications along with the reasons why they will not exercise their powers or perform their duties or functions that would be necessary for the Project to proceed	N/A	submits written notification to the Agency that the regulatory federal authority will not exercise powers or perform duties or functions that would be necessary for the Project to proceed, along with the reasons why it would not exercise its powers or perform its duties or functions	Deadline: August 13, 2021 [†]
12	posts Notice of Commencement for the impact assessment with Guidelines and Permitting, Cooperation, Indigenous Engagement and Partnership, and Public Participation Plans	By Day 180 of planning phase time limit (September 15, 2021)	N/A	N/A

As per section 6.3 of the MoU between the Agency and federal authorities, this work plan, including work planning for phases 3 through 5 of impact assessment, will be updated as assessment of the Project progresses.