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David Welwood, MCIP RPP
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Dear Mr. Vink and Mr. Welwood:

STATUS UPDATE - OTTAWA STREET EXTENSION INTEGRATED MUNICIPAL CLASS ENVIRONMENTAL ASSESSMENT, TOWNSHIP OF WOOLWICH, SUBDIVISION APPLICATION 30T-20701

On behalf of our clients, Breslau Properties and 805232 Ontario Limited, we are writing to you in order to provide an update on the status of the Integrated Municipal Class Environmental Assessment (MCEA) for the extension of Ottawa Street from Woolwich Street South to Fountain Street North in the Township of Woolwich. The purpose of this letter is to briefly describe the MCEA process to date and outline the next steps as they relate to the Draft Plan of Subdivision approval process.

Background

An “Integrated” Planning Act/Class EA approach is to be followed to develop a preferred alignment for the extension of Ottawa Street from Woolwich Street to Fountain Street. This corridor is planned within the Region’s Official Plan and will be designed as a 36-metre right-of-way.

The Municipal Class EA recognizes the desirability of coordinating and integrating the planning processes and approvals under the EA Act and the Planning Act as long as the intent and requirements of both acts are met. An “Integrated” Planning Act/Class EA has specific process requirements:

- Must fulfill the requirements outlined in the Municipal Class EA Document section A.2.9.
- Allows Schedule B and C projects to be Schedule A projects (i.e. infrastructure projects are considered “pre-approved” if planned in conjunction with the application or study which subsequently is approved under the Planning Act);
- Required notification of the infrastructure project(s) as per Municipal Class EA requirements. The process must still involve conducting an environmental inventory, considering alternatives, assessing environmental effects, consulting with the public and

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- review agencies and preparing a file or report for public and agency review and comment; and
- Both the Planning Act application and the infrastructure Municipal Class EA are being planned jointly and processed concurrently.

The completion of the MCEA is guided by Terms of Reference which were circulated to the Township and other review agencies in May 2019 by Polocorp Inc.

Consultation to Date

Notice of Commencement

Potential study participants were formally notified of the study commencement through direct mailing and a published advertisement in the Wellington Observer on November 21, 2019. This was a mandatory contact point in the MCEA process. The notification included information on the study background, purpose, location, Integrated Approach, and opportunities/contacts for obtaining information and providing input.

Public Consultation Centre No.1

Notice of PCC No. 1 was provided through direct mailing and a published advertisement in the Wellington Observer on November 28, 2019. PCC No.1 was held on December 18, 2019 at the Breslau Community Centre. PCC No.1 presented the project scope and objectives, draft problem statement and objective, proposed evaluation criteria, and preliminary alternative solutions to the public and review agencies.

Representatives from IBI Group, Polocorp, Paradigm Transportation Solutions, CVD Engineering and Dougan & Associates Ecological Consulting were in attendance to present and collect public input on the problem, opportunity, evaluation criteria used to evaluate and rank the alternatives, and preliminary alignment alternatives. Representatives from the Township of Woolwich and Region of Waterloo also attended the event.

PCC No. 1 was generally well attended by approximately 25 people, 5 of which signed-in. Comments and questions from the public and review agencies generally related to the Draft Plan of Subdivision and clarifying the MCEA process. Residents from Menno Street expressed concern for Alternative Route B (the “Northern Route”). The comments received from the public and review agencies in PCC No.1 were used to refine the scope of investigations and identify the Preliminary Preferred Alignment Alternative.

Public Consultation Centre No.2

Notice of PCC No. 2 was provided through direct mailing and a published advertisement in the Wellington Observer on October 15, 2020. PCC No.2 occurred on November 4, 2020 in a virtual format due to the restrictions related to COVID-19 at the time. A PowerPoint Presentation with added narration was posted on the Township of Woolwich Public Notices website to provide online public access. PCC No.2 presented the results of the analysis of alternatives and the Preliminary Preferred Alignment for additional public and government agency comments.

Phone calls and/or emails were received 4 members of the public generally in relation to the approval process for the Draft Plan of Subdivision and agreement with the Preliminary Preferred Alternative.

Preferred Alignment Alternative

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Following PCC No. 1 the project team undertook the evaluation of alternatives and as a result, selected Alternative D (the “Modified Mid-Range Route”) as the Preliminary Preferred Alternative. The evaluation, ranking and scoring of alternatives and the resulting Preliminary Preferred Alternative were presented to the public and review agencies at PCC No. 2. Following the input received from PCC No. 2, Alternative D (the “Modified Mid-Range Route”) was confirmed as the Preferred Alignment Alternative.

Approval Process

Following PCC No. 2, there are additional opportunities for review and comment on the project through the Planning Act process for the Draft Plan of Subdivision which is occurring concurrently as part of the “Integrated Approach”. It is our understanding that a formal public meeting will be held by the Township of Woolwich in early 2021 where Township Council will make a decision with respect to the adoption of the Draft Plan of Subdivision and as a result, the alignment of the Ottawa Street extension.

Following the Township’s adoption of the Draft Plan of Subdivision and the MCEA/alignment of the Ottawa Street extension, the Environmental Study Report (or ESR) will be prepared. The ESR will document the evaluation and decision process, bringing together the findings and conclusion from Phase 1 through Phase 3. A Notice of Study Completion will be mailed to nearby residents, businesses and agencies. It will also be posted in the newspaper. Once the notice of study completion has been posted, a 30 day review period is initiated. Following the 30-day review period, Phase 5: Implementation, can begin.

As you are aware, the Region of Waterloo is the approval authority for the Draft Plan of Subdivision. Following the adoption by Township Council, Regional Council will make a decision on the approval of the Draft Plan of Subdivision. Once the Draft Plan of Subdivision is approved by the Region of Waterloo, the MCEA for the Ottawa Street Extension is considered approved. The alignment of Ottawa street is approved concurrently with the Draft Plan of Subdivision by the Regional Council.

Closing

I trust the above summary is of assistance. We would be pleased to discuss this with you at your convenience if you have any comments or questions.

Yours truly,

IBI GROUP

A handwritten signature in black ink, appearing to read 'D B A', with a long horizontal line extending to the right.

Dave Barrett, BES, MCIP, RPP
Associate, Manager-Aggregate Planning

cc: Paul Puopolo & Matthew Warzecha, Polocorp Inc.