

Staff Report



Infrastructure Services Department

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REPORT TO: Finance and Corporate Services Committee

DATE OF MEETING: September 16, 2024

SUBMITTED BY: Bu Lam, Director, Sanitary and Stormwater Utilities
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PREPARED BY: Nick Gollan, Manager, Utility Planning and Programs
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WARD(S) INVOLVED: All

DATE OF REPORT: August 27, 2024

REPORT NO.: INS-2024-396

SUBJECT: Integrated Sanitary Master Plan Process Update

RECOMMENDATION:

For information.

REPORT HIGHLIGHTS:

- The purpose of this report is to inform Council that staff has been directed by the Ministry of Environment, Conservation and Parks (MECP) not to issue a “Notice of Completion”, including filing the Environmental Study Report for a 30-day public review period. All works identified in the report are classified as Schedule ‘A/A+’ under the Municipal Class Environmental Assessment Guidelines (MEA, 2023) and pre-approved and exempt from the Schedule ‘B’ notice requirements.
- This has no material effect on the study recommendations or identified sanitary programs. This is merely a change to the administrative process for completion of the Sanitary Master Plan under the Municipal Class EA requirements.
- This report supports the delivery of core services.

BACKGROUND:

On May 13, 2024, staff presented the Integrated Sanitary Master Plan (ISAN-MP) Final Report to the Community and Infrastructure Services Committee with recommendations for Council to approve the report and direct staff to file it for the mandatory 30-day public review period as required for Schedule ‘B’ projects under the Environmental Assessment Act.

After that meeting, city staff provided the ISAN-MP to MECP staff for a courtesy review before publicly posting the report. Upon reviewing the report, MECP staff determined there were no Schedule ‘B’ components to the sanitary master plan, and as such, posting the final report for a formal 30-day review period would be the incorrect approach to follow in formally finalizing the study’s outcomes. Rather than posting a “Notice of Completion,” city staff were directed to issue a project update to inform stakeholders of the revised status of the project as a Schedule ‘A/A+’

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environmental assessment and that it has now completed all steps necessary in the environmental assessment process.

REPORT:

Shifting the ISAN-MP to a Schedule 'A/A+' rather than a Schedule 'B' environmental assessment has no material impact on the recommendations and programs identified in the final report. The Province is currently in the process of modernizing the Municipal Class Environmental Assessment process. The Municipal Engineers Association (MEA) has a bulletin on their website (<https://municipalclassea.ca/index.html>) stating that additional information about the new process should be forthcoming later this year. Staff will stay informed of these changes as they are rolled out to ensure correct processes are applied in future studies.

STRATEGIC PLAN ALIGNMENT:

This report supports the delivery of core services.

FINANCIAL IMPLICATIONS:

None.

COMMUNITY ENGAGEMENT:

Consultation is a vital part of the Class EA process. A Consultation Plan was developed to ensure all mandatory requirements were met while providing a more innovative approach.

INFORM – This report has been posted to the City's website with the agenda in advance of the council/committee meeting.

As identified in INS-2024-223, extensive consultation and collaboration took place during the development of the ISAN-MP. All project stakeholders involved in the project since its commencement in September 2021 will receive a project update to inform them of the revision from Schedule 'B' to 'A/A+'. An update to the Engage Page will also provide new project status information (<https://www.engagewr.ca/sanitarymasterplan>). A complete copy of the ISAN-MP final report will be posted there for anyone in the public to access and download. Staff will be happy to have further discussions with any interested parties about the sanitary master plan and any related initiatives as they come forward.

PREVIOUS REPORTS/AUTHORITIES:

- INS-2024-223 Integrated Sanitary Master Plan Final Report

APPROVED BY:

Denise McGoldrick, General Manager, Infrastructure Services