



# **Collector Road Screening Process (CRSP)**

for  
the Municipal  
Class EA  
(MCEA)  
**Start Time 1:00**





**Paul Knowles, P.Eng.**, is the MEA's MCEA Advisor. He graduated from Queen's University as a Civil Engineer and worked in the private sector for 9 years before joining the Town of Carleton Place as Town Engineer in 1989. His involvement with the Municipal Engineers Association (MEA) and the Municipal Class Environment Assessment (MCEA) began shortly thereafter. In 1993, Paul was promoted to CAO for Carleton Place but continued his engineering work and remained very active with the MEA as a Board member (2008 – 2018) and as its President in 2017,

Throughout the years, Paul has been involved in all aspects of the MCEA document, including all re-writes and amendments. Paul officially retired from Carleton Place at the end of 2018 but is continuing to work with MEA as its MCEA Advisor, delivering training programs and pursuing improvements to the MCEA process



# Topics for Today

Collector Roads Screening Process (CRSP)

CRSP – Alternative Approach

Master Plans

Integration with the Planning Act



# MCEA Glossary

## Arterial Roads:

Means roads which move moderate to high traffic volumes over moderate distances within a municipality between principal areas of traffic generation and which gather traffic from collector roads and local roads and move it to the Provincial highway system; arterial roads are generally designed for medium speed, have capacity for 2 – 6 lanes, may be divided, with limited or controlled direct access from adjacent developments and with on-street parking discouraged.



# MCEA Glossary

## Collector Roads

Means roads which move low to moderate traffic volumes within specific areas of a municipality and collect local traffic for distribution to the arterial or Provincial highway system; collector roads are generally designed for medium speed, have capacity for 2 – 4 lanes, are usually undivided, with direct access from adjacent development permitted but usually controlled, and with controlled on-street parking usually permitted.



# MCEA Glossary

## Local Roads

Means roads which provide for low volumes of traffic and access to private properties; local roads are designed for low speeds, have capacity for 2 undivided lanes of traffic; through traffic is discouraged and parking is usually permitted though often controlled.



# Not Defined in MCEA Glossary

## Local Collector Roads

Means roads which provide for low/moderate volumes of traffic and reduced access to private properties; local collector roads are designed for low speeds, have capacity for 2 undivided lanes of traffic; through traffic is not discouraged and parking is usually permitted though often controlled.

May be referenced in some traffic studies but not defined in MCEA. Considered to be included under the local road classification for MCEA purposes.





# Collector Road Screening Process

In order to proceed with an undertaking identified as subject to the collector road screening process (CR) in the column titled Eligible for Screening in Table A: Municipal Roads Projects, a proponent must either;

- (i) carry out the process for a Schedule B or C project, as applicable; **or**
- (ii) undertake the Archaeological Screening Process (ASP) and Collector Road Screening Process (CRSP) and follow the directions provided for each of the screenings.





# Collector Road Screening Process

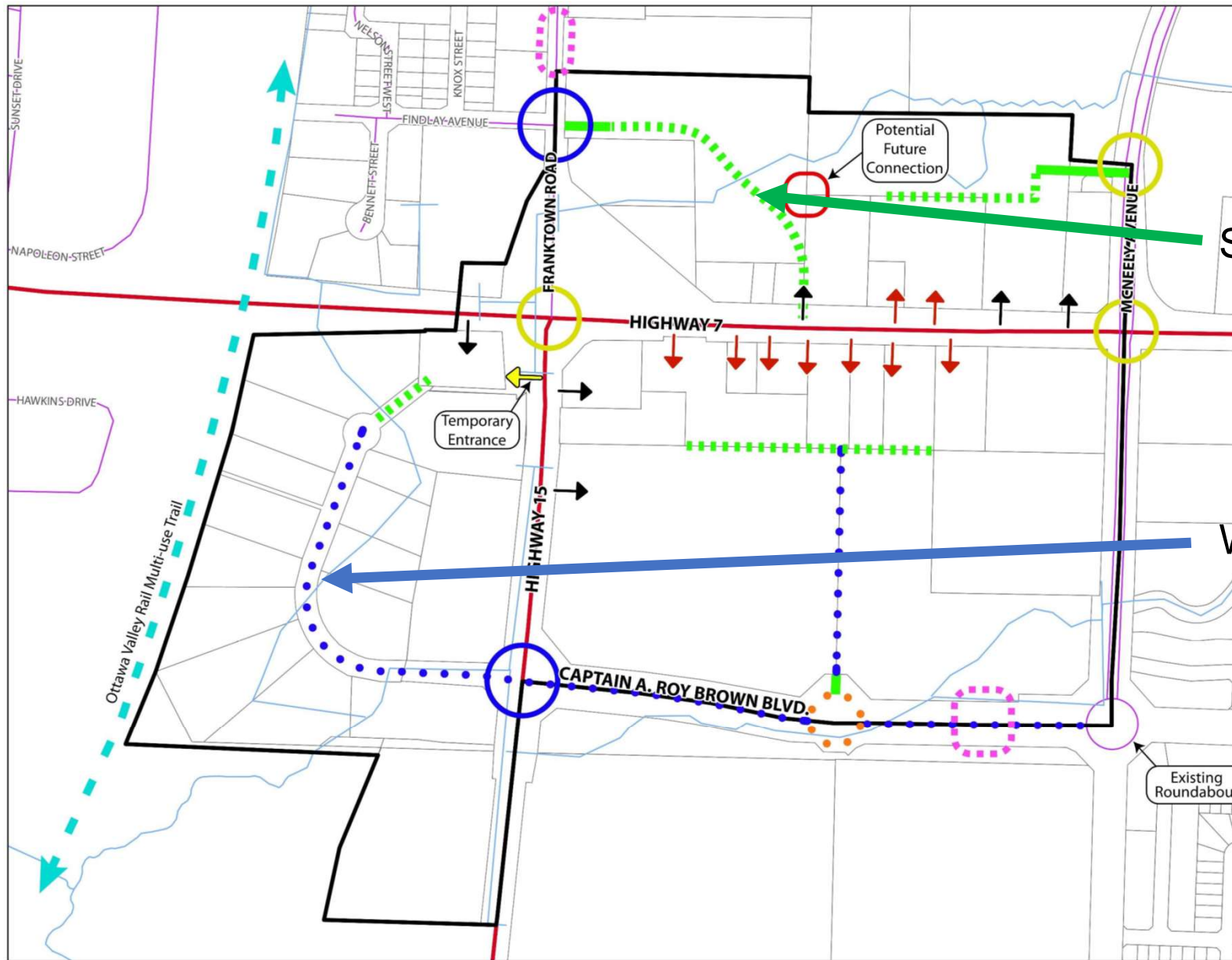
Answer **YES** to the 8 Screening Questions below  
**And**  
Complete Archaeological Screening Process (ASP)  
Then - Deemed Schedule A+ (Exempt)

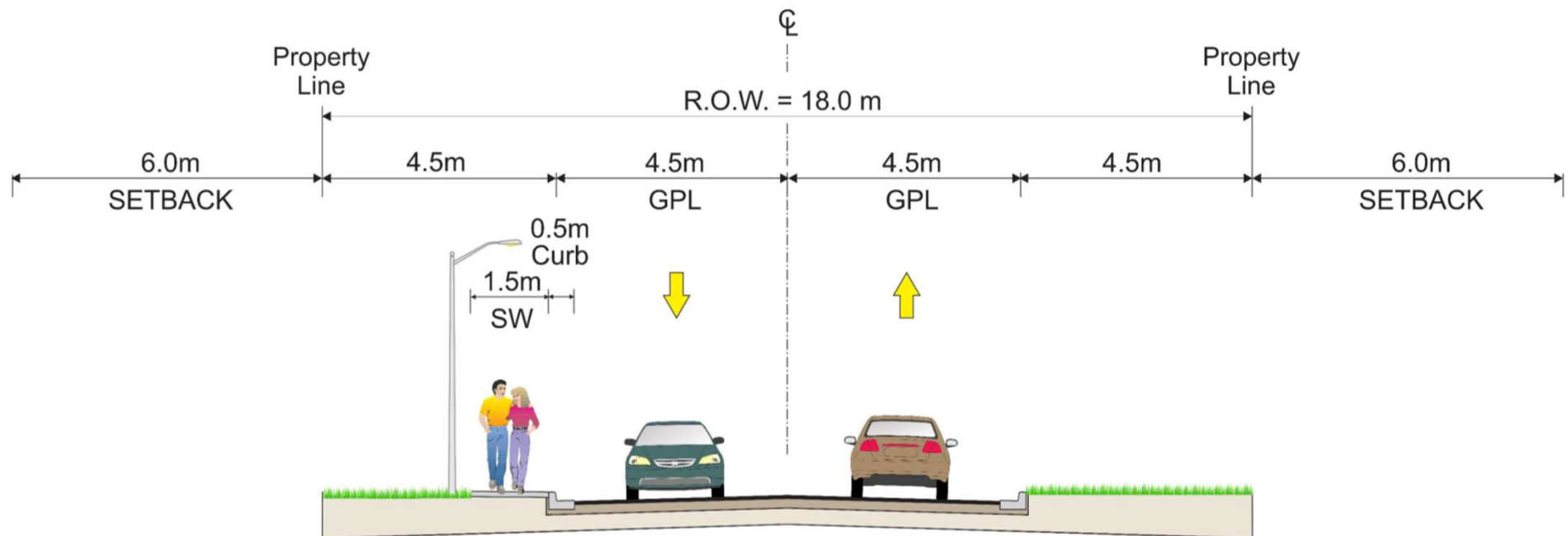


# Collector Road Screening Process

When answering the screening questions, Proponents may rely on information and studies already prepared (Master Plans). However;

- Information and studies must be current
- Alternative alignments considered and specific location for the road identified
- Proposed road must;
  - Provide the required function in the road system
  - Sufficiently planned, described and detailed (location relative to property parcel fabric)





## Local Road



# Collector Road Screening Questions

1. Has the final collector road alignment been specifically defined in the *Planning Act* approval, **AND**

The majority of the collector road is located on a new alignment in a plan of subdivision; **OR,**

The collector road is located in an existing road allowance associated with a plan of subdivision (e.g. condition of approval);

**AND**

The collector road was identified in an approved Master Plan such as a Transportation Master Plan completed under the master planning process in the MCEA and the new alignment is identified on a Secondary Plan or an Official Plan approved under the *Planning Act*, or other approved municipal transportation studies or master plans.



# Collector Road Screening Questions

1. Has the final collector road alignment been specifically defined in the *Planning Act* approval, **AND**

The majority of the collector road is located on a new alignment in a plan of subdivision; **OR,**

The collector road is located in an existing road allowance associated with a plan of subdivision (e.g. condition of approval);

Note - Municipally approved Master Plans or transportation studies that were completed by a municipality but were not completed pursuant to the master planning process in the MCEA may still meet the criteria above. Proponents must demonstrate that the criteria above are met and provide these studies to the MECP to confirm



# Collector Road Screening Questions

2. Has the problem (deficiency) or opportunity been identified? **(Y/N)**

3. Were environmental studies completed based on the broad definition of the environment as defined in the EAA to describe the existing environment? **(Y/N)**





# Collector Road Screening Questions

4. a) Were alternative solutions identified and assessed, including selecting a preferred solution, taking into consideration the existing environment and potential effects as part of the Master Plan completed under MCEA process? (Y/N)
- b) Were alternative designs identified, assessed and consulted on taking into consideration the existing environment and potential effects as part of the *Planning Act* approval in a manner that is similar to the MCEA process? (Y/N)



# Collector Road Screening Questions

5. Were potential environmental effects assessed, and mitigation measures developed committed to be implemented, and documented as a part of the *Planning Act* approval at an increased level of detail for the preferred undertaking? (Y/N)

Note - Proponents must implement any mitigation measures developed for the project and undertake any environmental monitoring (as may be applicable).



# Collector Road Screening Questions

6. Did consultation with federal, provincial, and local governments and agencies, the public and Indigenous Communities occur at all key decision-making milestones (e.g. with respect to the alternatives considered and the preferred solution)? **(Y/N)**

Note - The proponent must have consulted with interested persons at key decision-making milestones (e.g. consideration of alternatives, selection of a preferred alternative and preferred design concept). Federal agencies will be consulted as may be applicable.



# Collector Road Screening Questions

7. Have all outstanding commitments and concerns raised been appropriately addressed/considered?

**(Y/N)**

Note – if an Indigenous Community raises concerns with respect to an Aboriginal or treaty right, the proponent must contact the ministry before proceeding further.

8. Have any other applicable permits, approvals or authorizations been identified and relevant government agencies consulted? **(Y/N)**



# Collector Road Screening Process

**Answer YES to 8 Screening Questions**

**Provide Regional EA Coordinator with;**

- a summary about the evaluation of the alternative solutions (and design concepts) and rationale for the preferred solution (and design concept)
  - defined alignments
  - mitigation measures
  - consultation process,
- to confirm that the project is exempt before proceeding.

Proponents must also maintain consultation records.



# Collector Road Screening Process

## Problems with CRSP

### **Restrictive**

- only includes certain Collector Roads
- cannot include Arterial Roads
- cannot include bridges on the roads

### **REAC must confirm all MCEA steps completed**

- Significant effort to provided information to REAC
- No deadline for REAC review/approval

### **Does not eliminate duplication with Planning Act**

- CRSP does not accept Planning Act conclusions
- CRSP creates a new approval process that could be more onerous than MCEA process.



# Collector Road Screening Process

## Problems with CRSP

**Planning Act Applications (PAA) do not follow the MCEA process;**

- PAA are not accepted by the Municipality until application is deemed complete.
- Completed applications present a complete solution and a rationale
- Mandatory engagement is not scheduled until application is complete
- PAA do not typically identify problem – instead, they present development plans
- PAA do not typically document/consult alternatives – instead, they present complete solution with rationale
- PAA do not typically include design concepts for Arterial/Collector Rds





# Collector Road Screening Process

## Problems with CRSP

### **CRSP will only work if;**

- Planned from the outset
- Pre-application consultation is organized to;
  - Identify a problem
  - Consider alternative solutions
  - Consider alternative designs
- Follow the Integrated Process (A.2.9) except
  - No Notice of Commence/Completion
  - No ESR (replaced with submission to REAC)



# CRSP – Alternative Approach

## Secondary Plan (typical)

- Vision, Guiding Principles & Objectives
- Manage Growth & Community Structure
- Water Resources & Natural Heritage
- Cultural Heritage
- Energy, Water, Wastewater, Stormwater Management
- Mobility
  - Active Transportation
  - Transit
  - Road Network
- Open Space, Trails & Parks
- Land Use, Built Form & Urban Design

**Extensive Consultation and Approved by OPA**



# CRSP – Alternative Approach

## Secondary Plan

- Vision, Guiding Principles & Objectives
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- Mobility
  - Active Transportation
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  - Road Network
- Open Space, Trails & Parks
- Land Use, Built Form & Urban Design

Problem Statement?

Consult on Alternatives?

**Extensive Consultation and Approved by OPA**



# CRSP – Alternative Approach

## Secondary Plan (typical)

- Mobility
  - Active Transportation
  - Transit
  - Road Network

## Conclusion in Secondary Plan

Conceptual network plan for Arterial and Collector Rd with Bridges as required

Conceptual cross sectional plans or streetscape guidelines for Arterial, Collector (maybe Local) Roads

Supported by Traffic Study



# **Collector Road Screening Process Alternative Approach**

**Do not seek exemption from EA Act**

**Instead, incorporate Planning Act  
conclusions into MCEA process.**



# CRSP – Alternative Approach

## Secondary Plan

Road Network

### **Conclusion in Secondary Plan**

Conceptual network plan for Arterial and Collector Rd with Bridges as required

Conceptual cross sectional plans or streetscape guidelines for Arterial, Collector (maybe local) Roads

Supported by Traffic Study

### **Still required to fulfill MCEA requirements**

Specific location for Roads (related to parcel fabric)

Design Details – Entrance requirements

Project specific consultation.

# CRSP – Alternative Approach

## **Notice of Commencement**

### **Problem Statement**

Determine specific location and design detail for Arterial and Collector roads and associated bridges within the parameters of the Secondary Plan

### **Consider alternatives within parameters of the Secondary Plan**

### **Conduct project specific consultation (property owners)**

### **Identify Preferred Solution/Design**

**ESR** – refer to Secondary Plan – add new information

### **Notice of Completion.**

**Duplication with Planning Act is eliminate – Planning Act conclusions are accepted into the MCEA process.**





# Typical MCEA Expectation

- **Preferred Solution – End Phase 2 (Schedule B)**
- **Location/Alignment Relative to Parcel Fabric**
- **Typical Cross Section**
- **Project Consultation Directly with Owners**  
**Road A on/adjacent to Your Property**  
**~~Community Plan that Covers Your Property~~**



# Typical MCEA Expectation

- **Preferred Solution – ESR (Schedule C)**
- **Preliminary Plan/Profile (Drawings or Description)**
- **Typical Cross Section**
- **Entrance and Streetscape Guidelines**
- **Project Consultation Directly with Owners**  
**Road A on/adjacent to Your Property**  
**~~Community Plan that Covers Your Property~~**

# CRSP – Alternative Approach

## **Notice of Commencement**

### **Problem Statement**

Determine specific location and design detail for Arterial and Collector roads and associated bridges within the parameters of the Secondary Plan

### **Consider alternatives within parameters of the Secondary Plan**

### **Conduct project specific consultation (property owners)**

### **Identify Preferred Solution/Design**

**ESR** – refer to Secondary Plan – add new information

### **Notice of Completion.**

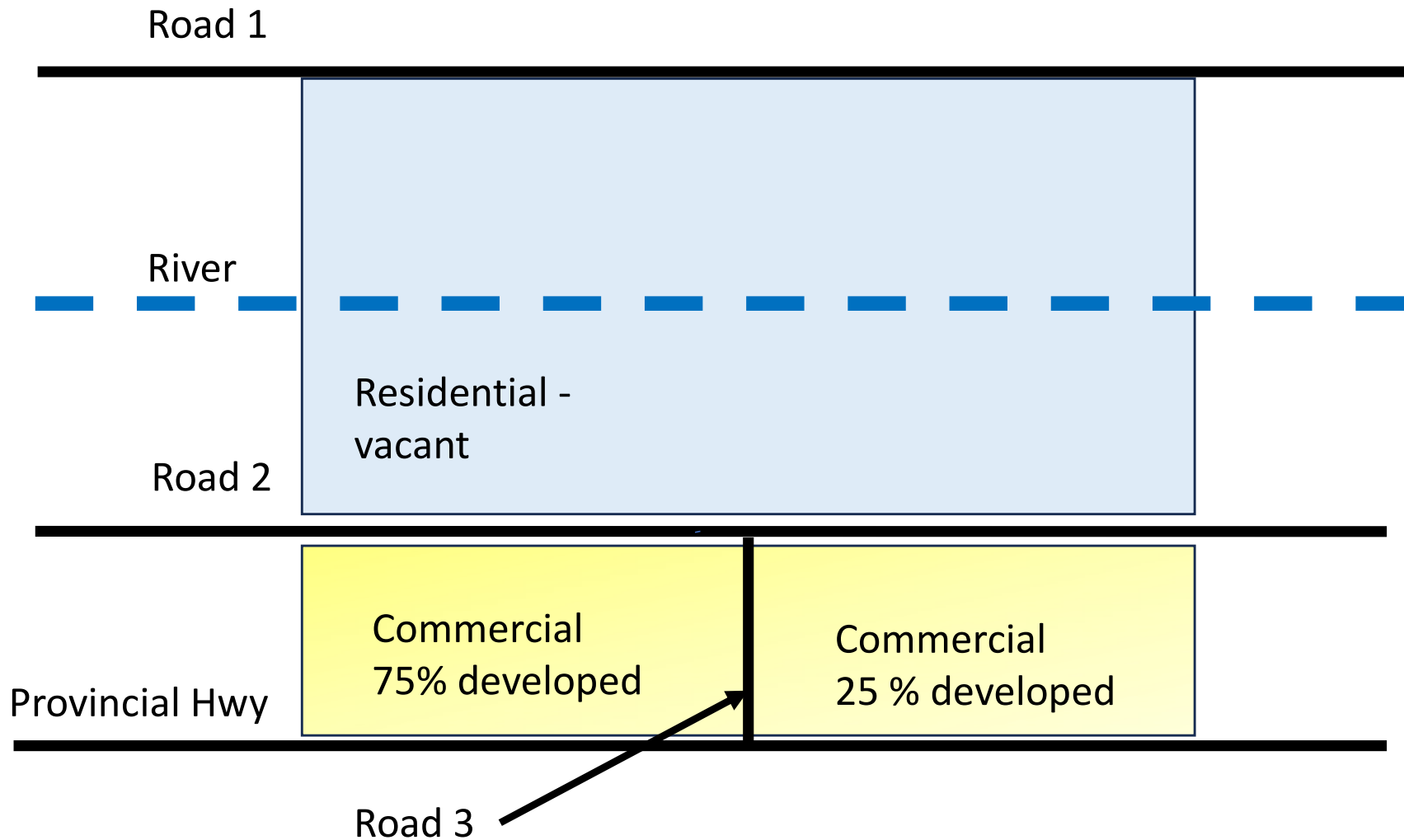
**Duplication with Planning Act is eliminate – Planning Act conclusions are accepted into the MCEA process.**

# Alternative Approach Schedule BC vs CRSP

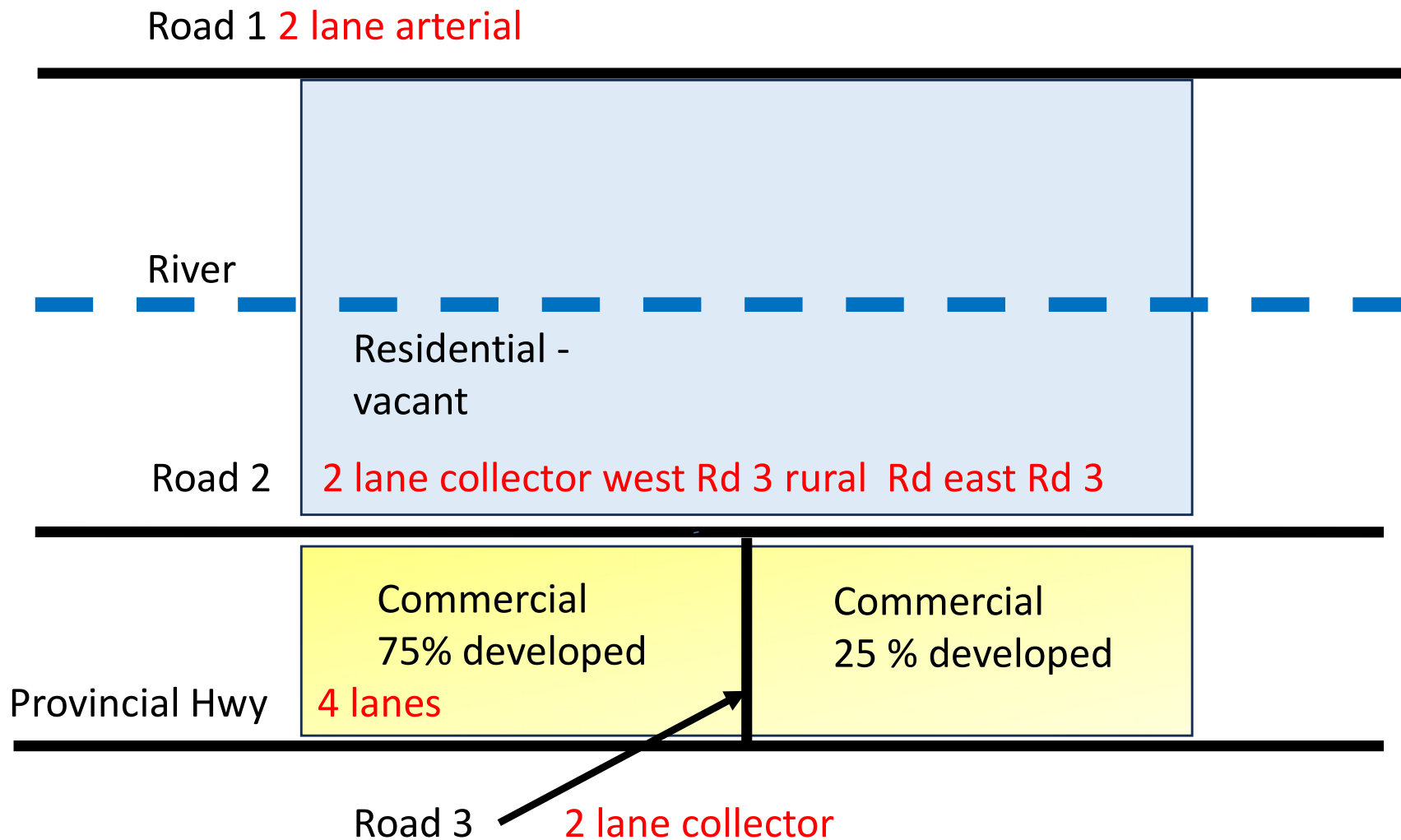
**Proponent may choose to;**

Alternative Approach Schedule B/C	CRSP - Exempt
Accept Planning Act conclusions into MCEA problem statement and consideration of alternatives	Add MCEA steps (Problem statement, consult on alternatives) into Planning Act process
Potential for Section 16 Order	Must consult and address any Indigenous concerns
Prepare project file/ESR	Prepare and submit a report to REAC
Notice of Completion 30 + 30 days	Approval of report by REAC
Community Input for design details part of EA process	Community Input for design details included in Planning Act process
Other approvals and permits	Other approvals and permits

# Example Project



# Example Project





# **Construct further Commercial Develop vacant Residential**

Traffic Study Examine

- Utilize existing river crossings

- Expand existing river crossings

- New river crossing aligned with Road 3

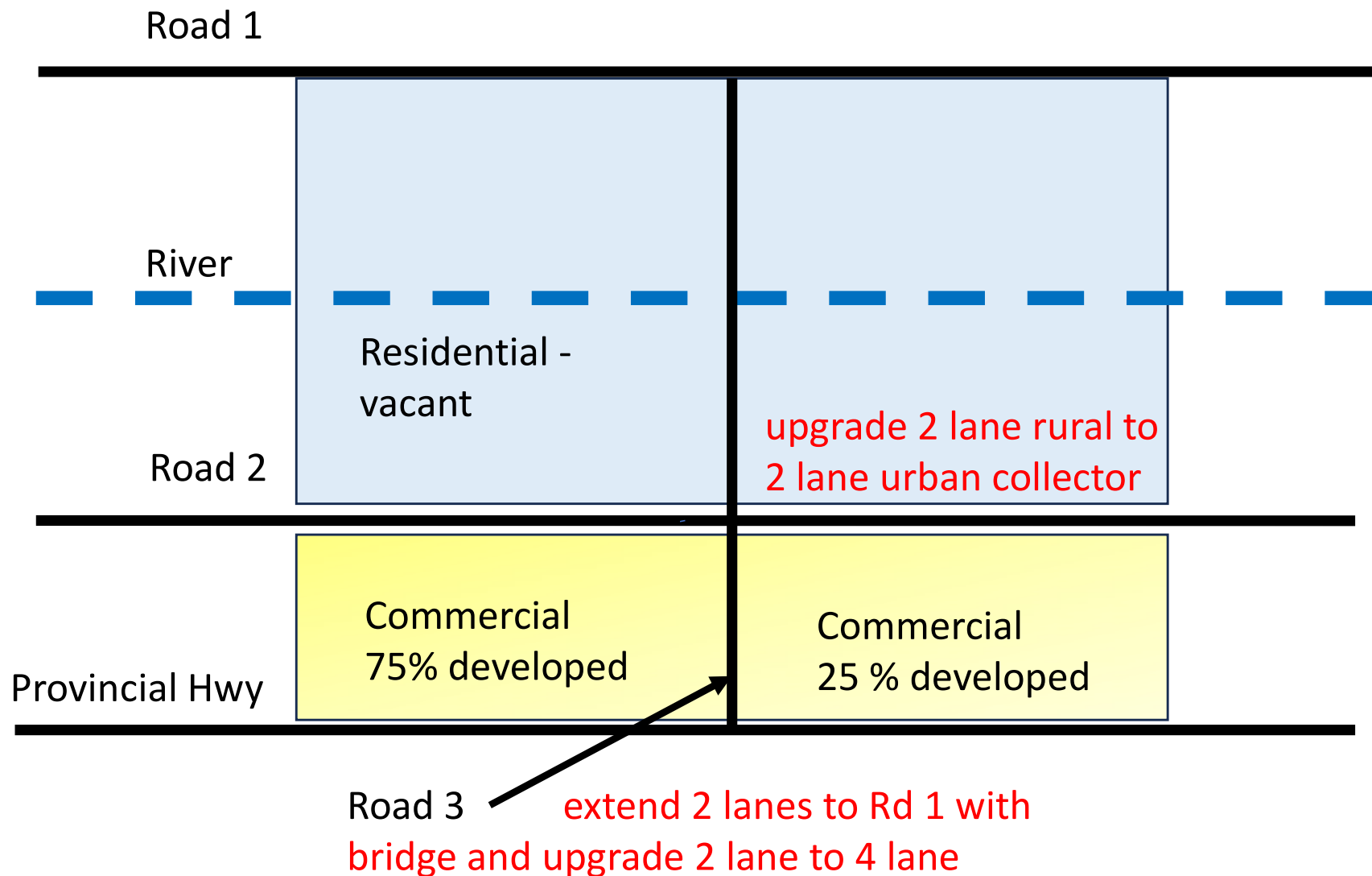
- New river crossing in other location

Traffic Study may be part of TMP or Secondary Plan or ESR

Proponent - Municipality or Developer(s)



# Example Project





# Typical MCEA Expectation

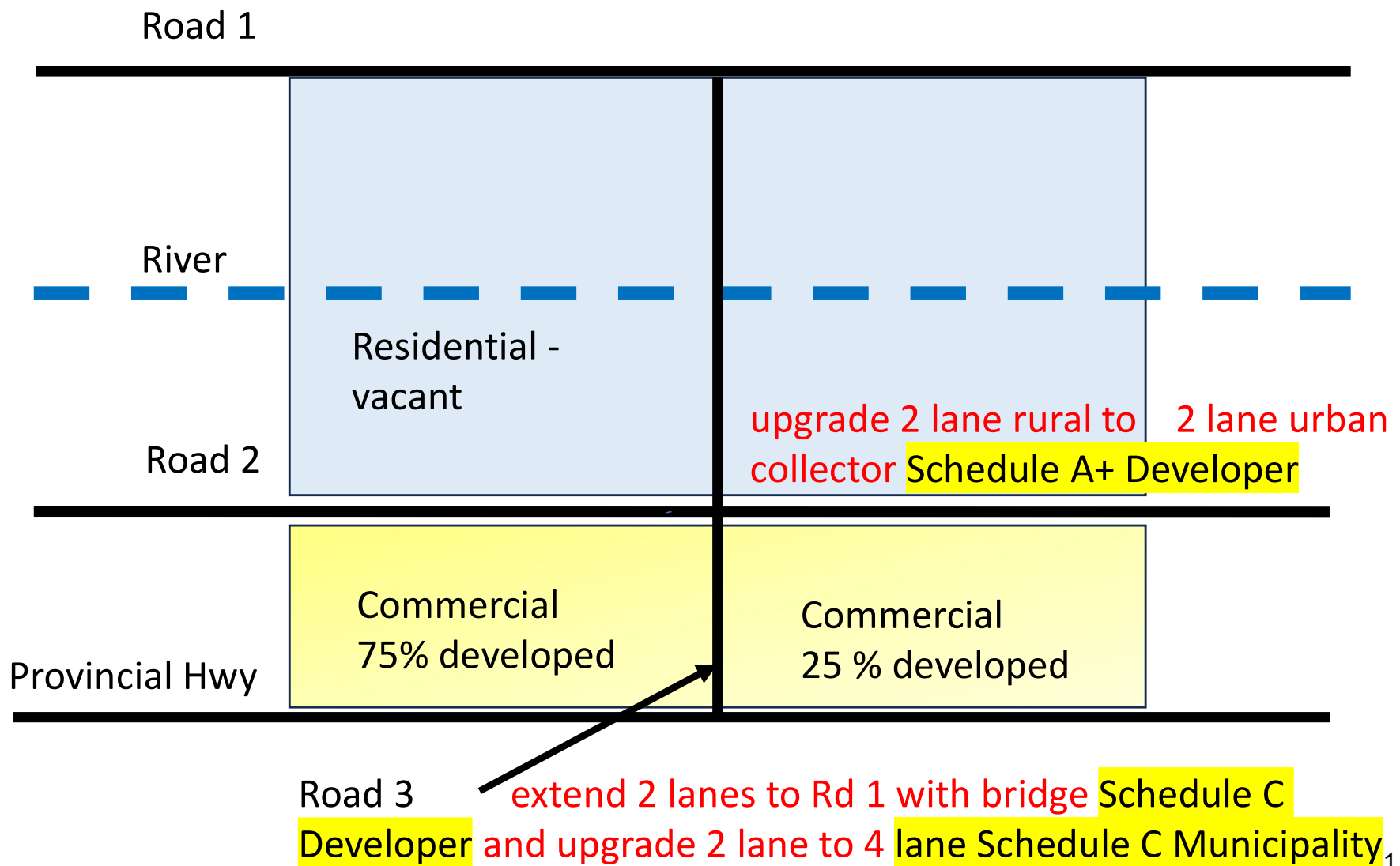
- **Preferred Solution – End Phase 2 (Schedule B)**
- **Location/Alignment (road and bridge) Relative to Parcel Fabric**
- **Typical Cross Section**
- **Project Consultation Directly with Owners**  
**Road A on/adjacent to Your Property**  
**~~Community Plan the Covers Your Property~~**
- **Proponent - Municipality or Developer(s)**
- **Secondary Plan and MCEA process**



# Typical MCEA Expectation

- **Preferred Solution – ESR (Schedule C)**
- **Preliminary Plan/Profile (Drawings or Description)**
- **Bridge Details (spans) Typical Cross Section**
- **Entrance and Streetscape Guidelines**
- **Project Consultation Directly with Owners**  
**Road A on/adjacent to Your Property**  
**~~Community Plan the Covers Your Property~~**
- **Proponent - Municipality or Developer(s)**
- **Secondary Plan and MCEA process**

# Example Project





## A.2.7 Master Plans

The Master Planning process must follow, at a minimum, the same steps of the first two phases of the MCEA process:

- Phase 1 – Problem or Opportunity  
Identify and describe the problem or opportunity that the Master Plan is addressing (see section A.2.2);
- Phase 2 – Alternative Solutions  
Identify alternative solutions to the problem/opportunity by taking into consideration the existing environment and establish the preferred alternative solution taking into account public and review agency input. Then, document the Master Planning process (see section A.2.3).



## A.2.7 Master Plans

### Approach #1

- Broad scope and level of assessment. Inventory of the natural, social and economic environments and analysis on a regional or systems scale. Community wide consultation.
- Specific projects that are required to achieve the preferred solution may be identified within the Master Plan document, however the level of detail at a project-specific level is minimal.
- Therefore, more detailed investigations at the project-specific level are required in order to fulfil the MCEA requirements for the specific Schedule B and C projects identified within the Master Plan.
- The Master Plan would therefore become the basis for, and be used in support of, future investigations for the specific Schedule B and C projects identified within it that includes project specific consultation.<sub>1</sub>



## A.2.7 Master Plans

- Master Plans are often completed to support long-term financial planning and reserve/acquire property for future infrastructure.
- With Approach #1, a problem is recognized (lack of capacity for predicted traffic) and a potential solution and associated cost is identified. (expand capacity of road A)
- However, more detailed investigations at the project-specific level are required in order to fulfil the MCEA requirements for the specific Schedule B and C projects identified within the Master Plan. (the solution may be to expand road B)





## A.2.7 Master Plans

- The Master Plan should clearly identify which of the identified projects are confirmed solutions (completed phase 2 of MCEA) and which are identified problems with potential solutions (approach #1) so that it is clear which projects will require future EA process and project specific consultation.



## A.2.9 Integration with the Planning Act

- In the past, integration with the Planning Act referred to utilizing Planning Act approvals to replace the MCEA process.
- Integration now really means Coordinating work so that data gathered, analysis and consultation opportunities can satisfy (as much as possible) both Planning Act and MCEA process requirements.



## A.2.9 Integration with the Planning Act

This can best be accomplished by;

- Organizing the consultant team so they work through the Planning Act process and the MCEA process simultaneously; or
- Utilizing the CRSP process; or
- Using the CRSP Alternative approach and recognizing Planning Act conclusions in the MCEA process.



# Questions?



# WEBINAR

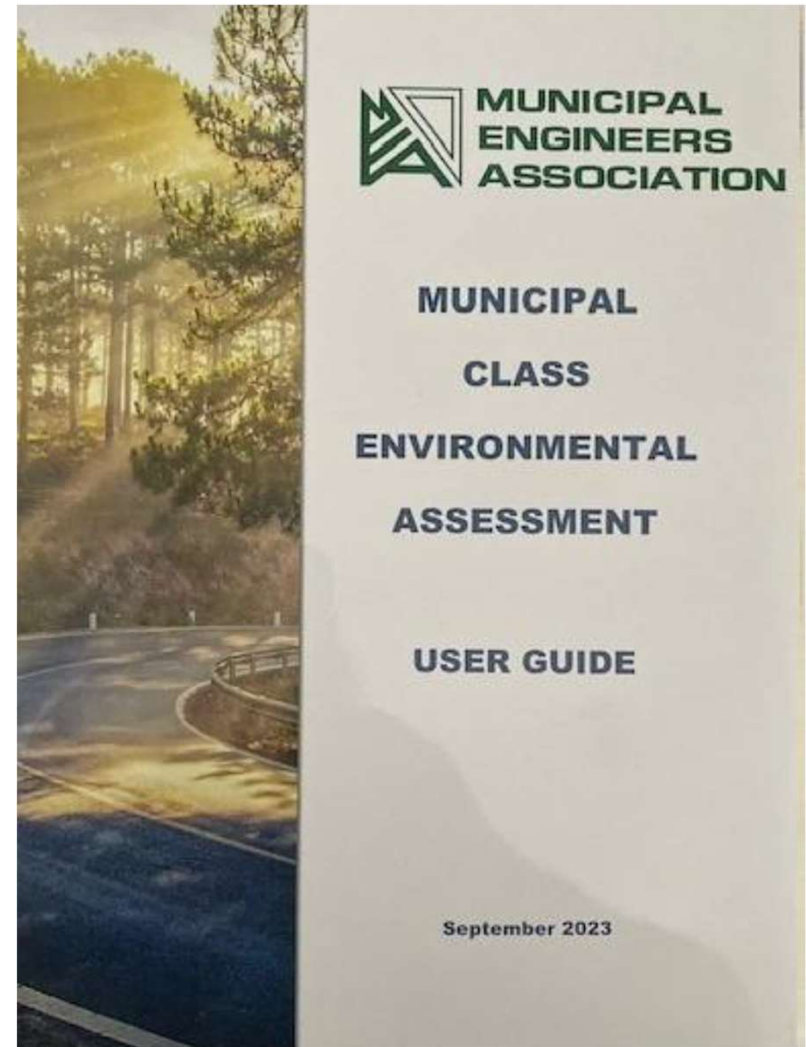
MCEA 2023 Appendix 1 – Roads	May 12 2023
MCEA 2023 Appendix 1 – W/WW	May 15 2023
MCEA 2023 Appendix 1 – Transit	Oct 25, 2023
Heritage Bridge Checklist	May 16 2023
Archeology Screening Process (ASP)	Oct 24, 2023
MCEA 2023 Part A	Oct 25, 2023
Intro to MCEA Workshop	Oct 17-19, 2023
Collector Road Screening Process	Oct 24, 2023
MCEA Annual Fall Update	Oct 24, 2023



# MUNICIPAL ENGINEERS ASSOCIATION



The MEA is pleased to announce it has published a new Municipal Class Environmental Assessment (MCEA) User Guide (September 2023). It provides practitioners with useful information, advice, and interpretation of the MCEA. You can purchase the new user guide via the QR code below:



<https://municipalclassea.ca/access/login.html?redirect=%2Fmanual-purchase.html>

**MUNICIPAL  
ENGINEERS  
ASSOCIATION**



# Questions

[www.MunicipalEngineers.on.ca/Resources/Ask-An-Expert](http://www.MunicipalEngineers.on.ca/Resources/Ask-An-Expert)

[www.municipalclassea.ca](http://www.municipalclassea.ca)